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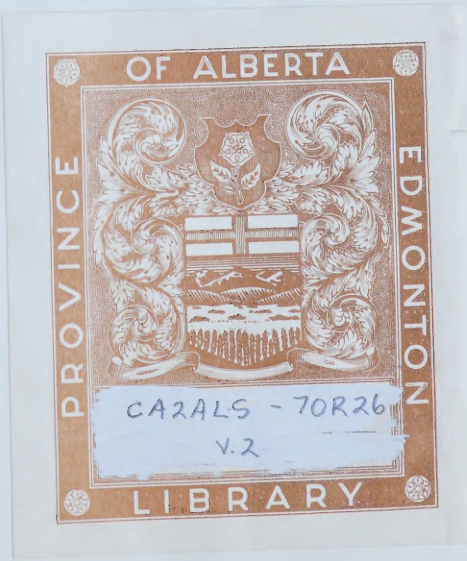

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December 17, 1969

Mr. N. F. Cragg
Director, Canada Assistance Plan
Department of National Health and Welfare
Brooke Claxton Building
Ottawa 3, Ontario

Dear Mr. Cragg:

Re: Request for Proposals - Single Men's Hostels

Attached are draft proposals concerning the operation of hostels in Edmonton and Calgary.

You will remember our discussion on this subject when I was last in Ottawa. The proposals have yet to go before our Minister and the committee which the Government is establishing for this purpose but I thought we should send a draft to you in advance in order that you might see the way we are thinking and to obtain your comments and approval for sharing in an undertaking of this kind.

As we would like to proceed with this concept as quickly as possible, we would appreciate your early attention to our request. We would, of course, advise you of any changes that are made subsequently but it is unlikely that the approach would be significantly altered.

Yours sincerely,

D. W. Rogers
Deputy Minister
Department of Social Development

DWR/kp
Encls.
c.c. Mr. B. Rawson

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to Herbert Jan 9/1970

DEPARTMENT OF
NATIONAL HEALTH AND WELFARE

CANADA

MINISTÈRE DE LA
SANTÉ NATIONALE ET DU BIEN-ÊTRE SOCIAL

Our file 288-6-1

Brooke Claxton Building,
Ottawa 3, Ontario.

January 9, 1970.

Mr. D.W. Rogers,
Deputy Minister,
Department of Social Development,
Executive Building,
Jasper Avenue and 109 Street,
Edmonton 14, Alberta.

Dear Mr. Rogers:

Re: Single Men's Hostels

This is in reply to your letter of December 17th 1969, concerning draft proposals for the operation of single men's hostels in Edmonton and Calgary.

We appreciate receiving the detailed information which you have forwarded and which you are using to request proposals from parties who are interested in operating these hostels under contract. I understand that the objective of this new approach is to improve the effectiveness and economy of your hostel operations.

In reviewing the "Request for Proposals" in relation to the Canada Assistance Plan it appears that you are proposing to designate a contractor as a "provincially approved agency" under section 2, subsection K of the Act to administer assistance and provide services in addition to operation of the hostel as a home for special care. Assuming this to be so, it is essential that the record of each single transient man referred to in section 2(a) on page 3 contains some type of application for assistance and information to establish need, if costs are to be shared under the Canada Assistance Plan. Continuing the listing of the hostels as homes for special care should not present problems since this function will remain unchanged.

The desire of your government to involve the private sector of society in areas that have been traditionally public services is intriguing and we shall be most interested in the results. We do have some reservations about the quality of service which is likely to be provided by a person or agency interested in making a profit from this type of operation. The standards for shelter and meals are quite specific and lend themselves relatively readily to quality control.

This is not so true in the area of services. It would therefore be desirable that the standards specified in any contract in relation to sections 3 and 4 on page 2 be as specific as possible.

We shall anticipate of being advised of the action taken.

Yours sincerely,

N.F. Cragg,
Director,
Canada Assistance Plan.

Social Planning Council
COMMUNITY SERVICES BUILDING, 120 - 13TH AVENUE S.E.
TELEPHONE 263-0720 CALGARY 21, ALBERTA

Telephoned June 9/1970
IM

BRIAN STEVENSON
PRESIDENT
IAN WALKER
EXECUTIVE DIRECTOR

June 3rd, 1970

Mr. R. W. Holmes, Director
Homes and Institutions Branch
Department of Social Development
Executive Building,
Jasper Ave & 109 Street
Edmonton 14, Alberta

Dear Mr. Holmes: Re Single Men's Hostel - Calgary

I should appreciate receiving a number of copies of the Request for Proposals regarding the Calgary Single Men's Hostel, which we understand from a press statement by Mr. Ray Speaker would be available about June 1st.

Please give me a call if there is any reason to hold up the release of the Request for Proposals.

Yours sincerely,

I. Walker

Ian Walker
Executive Director

June 9th, 1970

Honourable A. W. Ludwig,
Minister of Public Works,
Legislative Building,
Edmonton, Alberta.

Dear Mr. Ludwig:

This letter is to request certain information necessary for preparing a Request for Proposals (RFP) for the Social Development Department.

As you know, Social Development has decided to contract out the provision of hostel services to single transient men in the Cities of Edmonton and Calgary. An RFP calling for proposals from private individuals and organizations is in the process of preparation. At present, the Department of Public Works is responsible for maintaining the hostel buildings (631 - 7th Avenue, S.E. in Calgary, and 10014 - 105A Avenue in Edmonton) as well as providing various furnishings and goods required to provide the service.

In our telephone conversation today, you indicated that you were in agreement with the idea that the present services provided by your department to the single men's hostels should also be taken over by the private contractor who will be assuming responsibility for the service. I would therefore appreciate receiving:

1. A letter from yourself indicating that the department is prepared to turn over its maintenance and supply functions with respect to the single men's hostels by October 1st, 1970 if a suitable proposal is received from a private contractor in response to Social Development's RFP.

2. A detailed breakdown of the costs incurred by D.P.W. in maintaining and servicing the single men's hostel buildings during 1969-70, and an estimate of these costs for 1970-71. This breakdown of costs will be attached as an appendix to the RFP to guide prospective respondents in making their proposals.

... 2

If possible, I would like to receive this information by the end of the week as we are working under an extremely tight deadline for issuing these RFP's. Please find attached the most current draft of the RFP's for Edmonton and Calgary, noting in particular appendices B.

Yours sincerely,

Preston Manning

Enclosures

68-5

MINISTER OF PUBLIC WORKS
ALBERTA

Edmonton 6

June 15th, 1970.

Mr. Preston Manning,
General Manager,
M. & M. Systems Research Ltd.,
208 - 10355 Jasper Avenue,
EDMONTON 15, Alberta.

Dear Mr. Manning:

When I received your letter dated June 9th, 1970, I instructed the Department to provide you with the information relative to the cost of maintaining and servicing the Single Men's Hostel buildings in Calgary and Edmonton.

I understand that the following has been supplied to you:

1. Copies of 1969-70 actual expenditures on Appropriation 2610, Maintenance, for Single Men's Hostels in Calgary and Edmonton.

2. Estimate of expenditure for fiscal year 1970-71.

3. List of caretakers.

4. Copies of insurance policies.

5. Location, legal description, plans and detailed description of the buildings.

The Department is prepared to turn over its maintenance and supply functions for these hostels by October 1st, 1970. Any caretakers presently employed will be transferred to other buildings and absorbed by requirements of new buildings or by retirements

Continued.....

Continued.....

of personnel.

If there is any further information you require, please do not hesitate to let me know.

Yours sincerely,

A. W. LUDWIG, Q.C.
Minister of Public Works

C o n t i n u e d . . . . . .

of personnel.

If there is any further information you require, please do not hesitate to let me know.

Yours sincerely,

A. W. LUDWIG, Q.C.
Minister of Public Works

Ste 2, 10867-97 st.
Edmonton June 20, 1970

The Chairman
Request for Proposals Management Groups.

Dear Sir;

I am replying to your article on page 2, June 20 issue, the article The Dept of Social Development for Transient Men.

The term is far broader than transient, perhaps unemployed, Unskilled and men of needs.

Involving not only those in the Hostel, but numbers who have rented suites in much the same category.

Before I commence, I am late forties, with Broad experience, holding a Coal Miners cert. Self educated in some subjects up to University level, A Graduate from S.A.I.T. Calgary in Mechanics, Also Vic Comp Hi - electrical, Edmonton. I have experience in Carpentry, I'm sure Journeymens level, and to some degree capable in engineering Bldg.

I am sure if the Government labor laws were different within a maximum of two years I could hold a Mechanic certificate, electrical, plumbing or X

2 4th class steam boiler papers.

I submit the entire system should be set up No#1. A Hostel for those passing through, temporary and those who really have no goal.

No#2 a special program and living quarters for those subject to Alcohol and like problems

No#3. A special quarters in living for those with health problems

No#4. A special program and living quarters for those who have initiative to become skilled and employed.

I submit from personal experience No#1. There are extremely few competent counsellors in our entire labor program. I found in most case the counsellor asks questions and in a few moments decides qualification or classification. Which I maintain is ridiculous.

In such case there should be a Board of qualified examiners and the person should be required specific tests either oral or written.

No#2. Our labor laws and Technical & Vocational programs should be geared to fit each

other and industry.

I submit there should be no helpers in any trade, but rather come under classification A. B. C etc similar to our drivers license or apprentice-programs. 1st 2nd 3rd etc. and I ~~subbon~~ submit that all our ~~Tec~~ Technical & Vocational training should be geared to such pattern, that any trained person has a category

My point is this: I graduated in a four month electric course, the course consisted of such a pattern that I could both write and practice portions of the 1st 2nd 3rd year apprentice-exam, but I could not write one complete exam of one given year.

Second example: I graduated in H. D Mech: with S.A.I.T. Calgary.

no 1. such programs should be geared to flat rate time, and not half play, which too often seems the case.

no #2. There should be auto-matic apprentice-credits upon Graduation or at least be able to write a Provincial exam immediately; I have never received any credits.

I repeat there should be no training program Vocational or otherwise that is not credited, and that does not positively fit the person into a definite category in Industry.

I further submit that the Govt. should give incentive to any industry who will employ a successful Graduate or otherwise for at least One year.

Some body would say this is ridiculous because it would require a complete change at an extreme cost.

Cost it will, but were paying an extreme cost right now and the Result is almost nil.

An official estimated Millions of dollars for N.A.I.T alone.

A Journal article estimated 90% employment for N.A.I.T students.

I must have proof to believe that, because I know from my own exper;

Statistics show that even University students find it difficult, and I ask why are N.A.I.T Student & Grads Roming the Streets if its 90% employ ment.

Yours Truly,
Mr. Albert Wisla

July 13th, 1970.

Mr. Albert Wisla,
St. 2,
10867 - 97th Street,
Edmonton, Alberta.

Dear Mr. Wisla:

I wish to thank you for your letter of June 20th, in which you made numerous suggestions concerning the provision of services to unskilled and unemployed men in need.

As you are aware, the Government has issued a "Request For Proposals" asking individuals and organizations in the non-governmental sector to submit proposals for operating the single men's hostel services in Edmonton and Calgary. To date, there are about a dozen groups in Edmonton and a similar number in Calgary who have indicated interest. I have passed some of your comments and suggestions on to these people, and I am sure that they will find them useful in preparing their proposals.

It is hoped that the Government will be able to contract out the provision of basic and special services to single transient men in need in Edmonton and Calgary, by November 1st.

Once again thanking you for your interest and your suggestions, I am,

Yours sincerely,

Preston Manning

Department of Social Development
EXECUTIVE BUILDING · JASPER AVE & 109 ST · EDMONTON 14, ALBERTA

June 22nd, 1970

Mr. Preston Manning,
General Manager,
M & M Systems Research Ltd.,
208 Confederation Building,
EDMONTON 15, Alberta.

Dear Preston:

Enclosed herewith are copies of the following agreements entered into between the Government of Alberta (Department of Social Development) and other agencies.

(1) The William Roper Hull Home
(2) Misericordia Sisters of Alberta (Pineview Home)
(3) The Sisters of Our Lady of Charity

These are what you requested as possibly being of some assistance in drawing up a contract for the Hostels' R.F.P.

J. J. Watkins.

JJW/sy

Enclosures

REQUEST FOR A PROPOSAL NO. 1

SINGLE MEN'S HOSTEL, EDMONTON

Minutes of the meeting held on June 26th, 1970, at 9:00 a.m. in the Legislative Building, Edmonton, for the purpose of orienting service agencies and other interested persons of the purpose of the Request for a Proposal.

Present: Management Committee:
Mr. Preston Manning, General Manager, M & M Systems Research Ltd.
Mr. J. J. Watkins, Program Supervisor, Department of Social Development.
Mr. J. Bateman, Alderman, City of Edmonton.

Registration - list attached.

The meeting convened at 9:00 a.m. with Mr. Preston Manning acting as Chairman. He introduced the members of the Management Committee and gave a brief explanation of the purpose for the orientation meeting. He welcomed the people and thanked them for coming and expressed hope that the meeting would be informative and productive for both the Government and the private agencies. He explained that Mr. Watkins was chosen as a Management Committee member because of his intensive knowledge and familiarity with the problems involving the transient single man. Mr. Bateman was chosen to represent the public at large.

He explained that the RFP had been issued under authority of the Minister of Social Development and it concerned the services provided to the transient single man. He pointed out that this was the Department's first major venture in this area and making the particular technique work would be a challenge. The end result being to achieve a better and more cost effective operation. This technique involves establishing a new dimension of cooperation between the Government and the private sector.

He explained the function of the Management Committee which was to draw up the RFP, allocate the distribution of responsibility, evaluate responses and make a recommendation to the Minister. He stated that the responsibility of the Management Committee was to assist agencies in every possible way in providing necessary information.

Mr. Manning stated that the general formate to be followed in conducting the meeting would be to go through the RFP point by point and as each point was presented, questions and further clarification would be welcomed. He stated that if all the answers were not readily available, they would be clarified further as soon as possible.

OBJECTIVES - Mr. Manning went through the five objectives and pointed out that the purpose here was to determine whether anyone could come up with a better way of providing this service to this particular type of individual.

MR. HAUG enquired as to whether the Government would consider splitting the services.

MR. MANNING replied that they were looking for a contractor who could achieve all of the objectives and that any combination of services must be through the general contractor. He called for any further questions on the objectives.

GUIDELINES AS TO STANDARDS

Mr. Manning explained that these guidlines were set as a minimum standard only. However, he felt that the Government does not want to be in a position where they are prescribing what to do and how certain things should be handled. They do not want to limit the field of inovation for the contractor.

Referring to No. 3 (a) Mr. Manning noted that a very small percentage of the budget had been allocated to provide this service. The main concern of the Government being the provision of sleeping accommodation and meals to the transient. He stated further that most of the special needs are met under the Social Allowance Program and that this will have to be worked out with the contractor - whether referrals will be made to the regional offices of the Department of Social Development or to the Social Allowance Branch. He asked that the guidelines as presently proposed be adherred to and that any changes must be made formally.

MR. BEDARD asked if by "transportation" we mean within the City or to a job outside the City.

MR. MANNING asked Mr. Watkins to give clarification on this point.

MR. WATKINS replied that this refers to transportation outside the City as well as bus tickets within the City.

MR. BEDARD inquired if transportation was provided only if the man has a job to go to and does it limit assistance to within the confines of the Province.

MR. WATKINS confirmed that we have no authority to issue transportation beyond the Province.

MR. MANNING pointed out that objective No. 3 was much lower than 1% in the City of Calgary because they were able to utilize this service from a local agency.

MR. RELF asked where do these men get this assistance at the moment.

MR. WATKINS stated that it was obtained at the Hostel. This is the present system.

MR. BEDARD referred to No. 4 (c) and asked whether the Department of Social Development was considered a community resource.

MR. WATKINS stated that it was, but that it would have to be worked out. He pointed out that at the present time there are two social workers at the Hostel trying to channel individuals into employment opportunities, however, there was no full time placement officer at the Hostel.

MR. RELF asked if there was any representative of Manpower at the Hostel.

MR. MANNING replied that there was not.

MISS HEWES inquired as to whether an employment service within the Hostel was intended in future operation.

MR. MANNING stated that respondents might consider provision of such a service in their proposals but the men should also be referred to Canada Manpower if they are employable.

MISS HEWES referred again to No. 4 (a) and asked if the word "must" made this a mandatory requirement.

MR. MANNING explained that the Hostel operation is a cost-shared facility with the Federal Government and one of the requirements in order to qualify for this shareability was that these men are referred to Canada Manpower.

Referring to No's. 6 and 7, Mr. Manning explained the intent behind these guidelines was not to allow the Hostel to become a permanent accommodation for a large number of men. It's main purpose is to serve the transient for a short period.

MR. RELF asked how this has proven in the past and can the seven days limit be enforced.

MR. WATKINS qualified this by stating that it can not be enforced but the intent is to avoid abuse of the Hostel. It would realy be most difficult to adhere to this because if a man is in need of the facility, it must be provided for him.

MR. WILLIAMS asked whether No's. 6 and 7 was referring to just food and shelter.

MR. MANNING replied that these particular clauses referred to the standard of "basic services" (accommodation and meals).

MR. MONTGOMERY referred to the first objective of the Proposal and asked what provisions would be in effect if the demand were to exceed the prescribed limits.

DR. CRAIG referred to objective No. 3 and felt that 1% of the budget allocated here was insufficient. He expressed the opinion that many of the men can be prevented from going to gaol or mental institutions if they are treated medically when necessary by prescribing drugs.

MR. MANNING stated that this whole area of meeting special needs has to be worked out with the Social Allowance Branch. He agreed that the Hostel was running well above the 1% allocation at the present time.

DR. CRAIG felt that 50% of the men staying at the Hostel are chronic alcoholics or have psychiatric histories. He asked if it could be assumed that these men would be moved from the Hostel.

MR. MANNING pointed out that the referral system will be part of the Hostel program. The men will be referred to community resources and this is something that will be looked at in the proposals. It will be something that will be in the contractors hands.

MR. CROSS explained a system which he had been involved in whereby he owned a cafe and a group of interested persons had got together to help some of these men. They had the men staying in private accommodation so they would not have the Hostel address, they packed them a lunch to go to work, gave a full course meal at the cafe in the evening and the men would return to their rooms. Mr. Cross felt that this sort of system would work if handled properly, however, it had become too big for them to handle.

MR. HOLMES maintained that if he or anyone staying at the Hostel go to Manpower and tell them where they are staying, they do not get a job.

MR. CROSS stated that something must be done to find jobs, not just being referred to Manpower.

MR. MANNING agreed that the referral to Manpower was not enough, but in submitting proposals, the contractor should outline what he proposes to do about getting jobs, not just referrals. However, he pointed out that the referral to Canada Manpower was a requirement in order that this facility qualify for cost sharing with the Federal Government.

MR. CROSS stated that his group had set up an office downtown and had worked closely with Canada Manpower and the Unemployment Insurance Commission. They counselled each man to determine what kind of job he was capable of doing and if necessary send them to N.A.I.T. for further training.

MR. MANNING explained that this is the kind of suggestions they are hoping to get in the proposals, particularly where it applies to the people who are able and willing to work.

MR. RELF asked whether Mr. Manning was suggesting that the people who take over would try to set up a Board or co-relation officer between employer and employee.

MR. MANNING replied that they were open to suggestions, however, if the proposal would take too high a percentage of the budget it would have to be ruled out.

ADMINISTRATIVE GUIDELINES

Mr. Manning referred to No. 1 (a), (b) and (c) and stated that discretion would be required in following these criteria.

MR. MANNING asked Mr. Watkins if men under 18 years of age are referred to the Y.M.C.A.

MR. WATKINS replied that the procedure was to refer them to the regional office. After hour referrals are made directly to the Y.M.C.A. He agreed that sometimes a person under 18 has got into the Hostel but certainly they will find alternate accommodation for him through the regional office.

MR. WELSH asked whether the Provincial Government was concentrating on the younger people in the proposal.

MR. MANNING replied that this would be a separate program in itself and not within the sphere of this particular RFP.

Referring to part 2(c) of No. 1, Mr. Manning stated that intoxication is the number one problem and must be handled with discretion and humanity. He pointed out that there has been a lot of disagreement with the way it has been handled in the past and someone must come up with an alternative. No. 2 refers to the Department of Social Development as they are the official referral agents. Mr. Manning asked that the word "will" be replaced by "must" as this should be stronger. No. 4 is designed to put some sense of

responsibility on the part of the recipient. If the Hostel has been responsible for getting a man a job and has provided clothing and transportation to the job, there should be some kind of repayment agreement worked out. If he defaults and returns to the Hostel this obligation is discussed with him. Mr. Manning agreed that there was very little revenue derived, but if a man is in a position to repay, then it should be required.

DR. CRAIG asked whether the Provincial Government would be prepared to go to the Federal Government and garnish a man's wages. T4 slips.

MR. MANNING stated that the man would have to be making a certain salary before this can be done. But the amount of money involved rarely warrants going to the expense of trying to collect it.

MR. THORPE enquired under what legislation would the Hostel operate, would it be the Innkeepers and Tenants Act or Public Housing or what?

MR. MANNING replied that a definite ruling would have to be made on this to determine the legal standing of the contract. He mentioned that the Attorney General's Department was presently working on a draft contract.

MR. RELF felt employers were taking advantage of some of the transients. There have been cases where a man has been approached on the street and offered a job for two or three days and has never been paid for it.

MR. MANNING agreed that this is another side which should be looked at and prevented.

DR. CRAIG asked about the minimum wage requirements if a private contractor comes in. His understanding was that this requirement was not being adherred to at the present time.

MR. MANNING asked Mr. Watkins if he would qualify the inquiry.

MR. WATKINS stated that the Government is conforming to the minimum wage regulation for all staff.

MR. MANNING confirmed that any contractor would be expected to adhere to the minimum wage regulations.

Referring to No. 5, Mr. Manning stated that some changes in the existing house rules were suggested in Justice O'Byrne's report, but that the Government was asking someone to come up with a set of house rules that would be used if the contractor were to take over the service.

In No. 6 certain forms are a requirement which must be submitted to the Homes and Institutions Branch. Appendix F shows the complete set of forms which are presently in use, however, the contractor may wish to devise some of their own. In No. 6(c) the words "and an audited yearly financial statement" should be added.

MR. MANNING stated that in No. 7 an appeal procedure should be worked out that would be fair to all parties involved. He explained that No. 8 would be handled differently in Calgary as the new Hostel there handles all the men within the main building. In Edmonton, the Single Men's Hostel itself has not been large enough so there are a number of auxiliary arrangements to provide meals and beds. The contractor will have to come up with something to fill this gap and provide those services which cannot be done within the Hostel itself.

FINANCIAL GUIDELINES

MR. VANDERVELDE asked if there was a need for an extension to the building in the future would it be the responsibility of the Government or the contractor.

MR. MANNING stated that any major alterations would have to be undertaken by the Government. He suggested that if a contractor had some scheme of his own the Government would be willing to look into it.

REVEREND SPADY asked if it would be possible to receive the names and addresses of the people at the meeting. He felt it would be an advantage to have access to the names of persons with different types of expertise.

MR. MANNING agreed that this could be arranged.

MR. MONTGOMERY referred to No. 3 and asked if some approximate figure could be given of the supplies presently on hand.

MR. WATKINS replied that as at May 31st, 1970, the stock on hand totalled $2,300.00.

MR. THORPE inquired whether the Government would consider selling the property if the conditions of the contract were fulfilled.

MR. MANNING stated that the position of the Committee is to look at the best deal and they would be interested in looking at this.

DR. CRAIG stated that at the present time the Hostel is farming the transient out to entirely inadequate, run-down rooming houses. He asked if it would be the responsibility of the contractor to utilize the existing accommodation or to make alternate arrangements.

MR. MANNING replied that the existing overflow facilities had been looked into and were found to be sufficient and conform to regulation standards. If anyone can prove that the present overflow accommodation is inadequate then it would have to be presented in your proposal. He explained that the Management Committee are here to help the respondents and if anyone wants a ruling on any matter they should feel free to bring it to the management group.

Mr. Manning referred to No. 3 and explained that at the present time all purchases for the Hostel are made through the Provincial Purchasing Agency which qualifies for Federal Sales Tax exemption. He promised to look into the eligibility of private contractors for sales tax rebates, and to advise respondents later.

Referring to No. 4, Mr. Manning said that any major renovations or alterations would have to be discussed and negotiated with the Government. He referred to the recommended changes in Justice O'Byrne's report and indicated that many of these should be implemented. For No. 5 he remarked that he was not sure whether the City of Edmonton would place a business tax on the operation or not.

MR. HAGEN asked if No. 5 included property tax. Also would it not be more practical for the Government to lease the building to the contractor.

MR. MANNING suggested that anyone could put this in a proposal.

Referring to No. 7, Mr. Manning stated that this was a suggested schedule to give respondents some idea of weights. He mentioned that the $10,000.00 allowed for the attainment of objective No. 5 was intended to finance development of some method for the more effective operation of the Hostel, but not necessarily the implementation of the method.

MR. HAGEN asked if this was based on 500 men.

MR. MANNING replied that it was. He pointed out that if the service proposed by the respondent was identical to what is presently being provided there would not be much sense in the Government's tendering it out.

No. 8 refers to the responsibility of the contractor to come up with a list of personnel requirements, and outline how the contractor would propose to run this service. Mr. Manning pointed out that the contractor does not have to retain the present staff, however, some consideration should be given to this. The senior staff can be absorbed within the Department, the Public Works staff can be employed elsewhere in other institutions. He expressed concern for some of the other staff and asked that consideration be given to taking some of them on, however, this is not a requirement.

MR. THORPE said he saw no provision for general overhead expenses and asked if there was any figure available on this.

MR. MANNING replied that the respondent would have to budget for administrative overhead. He pointed out that this service is presently fairly decentralized and that the administration expenses under the Department of Social Development are not very appreciable.

MR. HAGEN asked if a sample menu could be made available.

MR. MANNING agreed that this could be arranged and circulated with other material.

Referring to No. 10, Mr. Manning stated that the Government believes in rewarding achievement. The Management Committee is asking the respondent to suggest a bonus clause and a penalty clause for non-achievement.

MR. SABHARWAL felt this clause would definitely be eliminating the self-help groups, and other agencies would be making it a business venture. Human welfare is involved here and these groups would be affecting that area.

MR. MANNING stated that the fact still remains, no matter what the intention of the group may be, or how honest, that the Government will be transferring over to these people thousands of dollars of public money. There must be some guarantee provided to the Government of the sound management and social capacity of the respondent. He felt that if there were people in the community with financial resources, they could sponsor a respondent to ensure financial stability. The contractor should consider the fact that the performance bond ties in with management capability and this not only protects the Government but the contractor as well. The Attorney General's Department is working on a contract and when completed it will give more clarification on this point.

Mr. Manning said that there would have to be some give and take on both sides. He promised to arrange a meeting with the bonding people to clarify the situation and would in turn circulate the information.

GENERAL GUIDELINES

MR. MANNING stated that the Minister of Social Development, Mr. Raymond Speaker, was taking a very active and interested part in this proposal. He said that the concept began to take form last October and has now come to the forefront. The Minister will be represented by the Homes and Institutions Branch who will be monitoring the program.

MR. SPADY referred to the specified time limits and inquired how rigid were these guidelines. He said the Bissell Centre was very interested in making a proposal but the present deadlines would create havoc with their personnel. He asked if there was any possibility that they may be extended.

MR. MANNING said that the Department and the Minister are very anxious to get this settled by October 1st, 1970. He suggested that everything possible be done to keep within the deadlines and in order to be fair the deadlines will have to be adherred to and the Government is prepared to meet this deadline.

MR. SPADY stated that the private sector is not equipped nor in a position to do the proper research in so short a time.

MR. MANNING asked if the deadline of August 10th, 1970, was going to present an insurrmountable problem.

MR. HEATH said it would present an insurrmountable obstacle. Their Committee was just not available at this time, due to holiday season, etc, and they would not be in a position to submit a proposal if these deadlines are to be adherred to.

MR. RELF asked if an actual cost per capita was available.

MR. MANNING replied that the Department has some per capita figures but they have not been included in the RFP.

Referring to No. 9 (a), Mr. Manning stated that the committee was not confining themselves to these criteria if anyone can show some improvement. In 9 (b), he pointed out that someone may come up with a grand scheme - the only thing wrong is that it wouldn't work, so the Management Committee will be looking at feasibility.

Mr. Manning asked that (c) and (d) be kept in mind when drafting proposals. It is the goals the Minister wants achieved and the committee must demonstrate to him that these people can achieve these goals. No. 9 (d) does not necessarily mean the lowest bid. Proposals may contribute toward the achievement of other goals; second order costs and second order benefits will be evaluated.

MISS JULIEN said that it appeared to her that at some point the people themselves would have to be involved. She suggested that the people who are being served be actively involved in some way.

MR. MANNING stated that it is a requirement for the contractor to consult with the people who are receiving the service. He asked that as much consultation as possible be carried out with those receiving the service and to try and find out if methods proposed will meet the needs. He suggested that it would be good to get the feelings of the men who use this type of service.

MISS JULIEN remarked that it may be very useful if the self-help groups were involved, even to sub-contract some of the services to them.

MR. SABHARWAL asked if it would not be possible to meet with some of these men and find out what they would realy want. He asked if a meeting of this nature could be arranged.

DR. CRAIG mentioned that a number of the men were present earlier in the meeting but were not included in the discussions so they left.

MR. MANNING stated that a meeting should be arranged as soon as possible.

MR. CROSS suggested holding a meeting at the Marian Centre and having a talk with the men and get their opinion. He said there were a lot of very intelligent men there, some were doctors, lawyers or chartered accountants.

MRS. SMILEY had two question - 1) to what extent will the contractor be monitored, and 2) will they be aware of these guidelines and see that they are adherred to.

MR. MANNING stated that the Homes and Institutions Branch will be the monitors. They will be responsible for seeing that the guidelines are being adherred to, they will be looking to see if the goals are being achieved. They will act as agents to determine a possible need to change the guidelines.

Mr. Manning then asked if the question of a meeting could be settled.

MISS JULIEN suggested that perhaps this could be tied in with visiting the Hostel.

MR. MANNING felt the meeting should be held at the Marian Centre if it was available since it was more neutral.

MRS. MACNAMARA offered the Marian Centre for this purpose.

DR. CRAIG suggested that the meeting be held at the Marian Centre on Sunday, June 28th, at 1:30 p.m.

This was agreed upon.

MR. MANNING suggested that notices advertizing the meeting could be posted in the Hostel and in the various hotels used for overflow accommodation. He suggested a format for conducting the meeting whereby discussion groups could be formed. He felt it should be kept fairly informal.

MR. RELF asked if some provision could be made for those who are under the influence of alcohol to be accommodated between the hours of 9:00 and 11:00 p.m.

MRS. WHEATLY mentioned Project Recovery and reported that this organization looks for this type of person every night and they even go so far as to go down back alleys and look in doorways for them.

MR. MANNING remarked that these are things that could be included in proposals. He promised that a diagram would be sent out showing where the Single Men's Hostel sits in the whole Government organization. This diagram will show how it ties in with other agencies in the private sector.

MR. WILLIAMS stated that the preliminaries were now over and he was anxious to have it determined who is going to be making a serious proposal.

MR. MANNING agreed that the field would have to be narrowed down soon. He indicated that 13 or 14 organizations had indicated an interest. He felt that the number could possibly be reduced to between 5 and 10 who may make a serious proposal. He suggested that the Committee act as a clearing house and have the respondents indicate their intentions.

The meeting adjourned at 12:00 noon.

NOTE: NUMERICAL AND ALPHABETIC REFERENCES REFERRED TO IN THESE MINUTES REFER TO THE ORIGINAL COPY OF RFP NO. 1 (June, 1970).

REQUEST FOR A PROPOSAL NO. 1

SINGLE MEN'S HOSTEL, EDMONTON

Meeting held at the Marian Centre, June 28th, 1970, at 1:30 p.m.

SUGGESTIONS PRESENTED BY THE MEN:

1. Clothing should be issued prior to seeking employment. Opposed to present policy of issuing clothing only if the man has found employment and has a work slip.

2. Proof of employment is difficult to obtain if the job is out of town.

3. Opposed to present policy of determining degree of intoxication.

4. Employers show prejudice if an employee has the hostel address.

5. There is no direct communication between the individual and employment services such as Canada Manpower rather than through the hostel. One man referred to an incident which had occurred recently in which it was announced at the hostel that Canada Manpower wanted 4 men. When they went to Canada Manpower they knew nothing about it.

6. It was suggested that No. 1 (a) make provision for food shelter and employment.

7. Some method should be devised to classify the men into categories, especially for those who can and are willing to work from the chronic alcoholic, the the hard core employed and the unemployable man.

8. The hostel should provide an Alcoholics Anonymous program directly within the hostel.

9. Opposed to residence qualifications for assistance outside of the hostel.

10. The hostel should employ a full time staff member to deal with just employment rather than going to Manpower.

11. That the Department of Social Development work with Canada Manpower to try and find employment.

12. At present priority in employment is given to the married man.

13. Why not let some of the skilled men staying at the hostel provide some services. An incident had occurred recently when the television was out of order and they waited 3 days for a repairman to come and fix it. One of the men staying at the hostel was a T.V. technician and could have fixed it right away. Why was he not allowed to earn something by fixing it himself.

14. Only 2 meals per day is inadequate. Government has to depend on outside services to fill this gap.

15. Meal times are unrealistic.

16. Hostel should operate strictly in accordance with the Human Rights Act.

17. If private agencies take over the hostel, they will exploit the men more than the government. They will be out for a profit.

18. Some men get back into the hostel when they haven't repaid their commitment, while others don't.

19. Is there any way the men will be kept in touch with who gets the proposal and will they be able to have some say in how it will be operated.

20. Is there any way of getting around having to obtain a job slip when the new management takes over.

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1. There remains one bouncer who was said to have choked and otherwise mistreated an old man on Saturday night. The men believe this bouncer to be unnaturally cruel to anyone who is helpless. He should be fired.

2. There appears to be no attempt to communicate word of opportunity for vocational training etc. at the Hostel.

3. They thought they would have a better chance of work if Manpower had someone working in the Hostel. They sometimes don't get word of jobs (arranged by Manpower) in time to land the job. "If a Manpower official worked at the Hostel, he would soon realize that some of us want work and he would know which of us want work."

4. Clothing - good clothing is not provided unless a man is working. This practice tends to keep men unemployed. They realize that a certain level of neatness etc. is necessary when the initial employment interview occurs.

5. Some of the old men should be in a different institution. They are not well - physically and mentally.

6. Washing - all kinds and colors are thrown in together with disastorous results.

7. Bedding - changed once a week. Often bedding is soiled by one man and then the bed is allocated to another man. Parasites are passed along as a result of this practice. There was no objection to the weekly change of bedding where the same sleeper was involved throughout the week.

8. Hours - should vary according to the weather or should be extended. Most people call their dog in when it rains or is freezing. Also there was a request for "late passes". One man claimed that he was in A.A. but was afraid to attend meetings for fear of arriving at the Hostel after 10 p.m. and being refused entrance.

9. Hostel stigma and out of town work - Men sometimes land an out-of-town job but have no money for transportation. If the job was obtained through Manpower, the man can request a "slip" which can be used to get a bus ticket etc. If the job is not through Manpower, the men are afraid to ask for such a slip from their new employer because they are afraid that the reaction will be negative. The experienced men ask for a slip to show their "landlady".

10. Other Hostels - In general the present Hostel is above average. The best one is in Dawson Creek (capacity 46 men). The food is good and it is small enough for some sort of personnel contact. This Hostel should be studied. It may have answers for some of our problems.

11. Hours of operation - it is suggested that the evening hours be extended to 11:00 p.m.

12. That meals be available an hour earlier and an hour later than presently provided.

13. That there be a third meal per day, either soup and sandwiches or a package lunch.

14. Periodic review to ensure that meals are substantial.

15. There may be instances where new clothing is provided in order to obtain suitable employment, however, the present practice is that the men must obtain this clothing free from charitable sources. There is no dispute with the charges for clothing, however, if a man fails to pay for the clothing, he may not be able to re-enter the hostel for a period of up to three months.

17. The opportunity for rental of tradesmen's tools might be a worthwhile service since the lack of tools frequently prevents men from obtaining employment.

18. Provision of transportation to place of work (bus fare) is adequate but should be made at an hour which will permit the employee to get to work on time, rather than as late as 9:00 a.m., which may be after the normal start of work.

19. A number of instances were cited where men require advice on community resources and where to go to obtain necessary services.

20. The availability of public baths should be explored further since in many instances a prospective employer may refuse to see an applicant who is unkempt and dirty.

21. The Provincial Government should explore the possibility of Canada Manpower having a placement officer located at the Provincial Hostel or a nearby location rather than the central office of Canada Manpower.

22. Residents of the hostel frequently are turned down for jobs because they have given the mailing address of the hostel as their place of residence. It is suggested that residents of the hostel have available to them either; (1) a post office box number; or (2) another mailing address such as the Marian Centre Co-op Group. There are instances where residents of the hostel have been unable to claim their mail which is being held for them at the hostel.

23. Frequently the residents of the hostel, after exhausting their efforts to obtain employment in the morning hours, find that they have no place to which they may go for the afternoon period. Some form of recreational program should be provided.

24. Have a man from Manpower Centre at the Hostel to work with Manpower Centre and hostel transients.

25. Training through Manpower Centre.

26. Set up separate facilities for Pensioners and elderly men not able to work.

27. A centre to be set up by Provincial Government. City of Edmonton and A.A. where men who are intoxicated would be sent by the hostel for help and possible cure.

28. Also, a centre for illness of contagious diseases.

29. Clothing returned for men to attend interview for a job, clothing returned on completion of interview.

30. Suitable clothing for men to work until first pay cheque obtained. (On repayment).

31. Capable employee of Manpower Centre with office in hostel working with main Canada Manpower office and hostel transients.

32. The seven day period could be waved if a working man has not received a pay cheque.

33. Suggested meal hours: Breakfast 6:00 a.m. to 7:00 a.m. for working men
Supper 6:00 p.m. to 7:00 p.m. for working men

34. Sunday three meals served at hostel.

35. Hostel to be open all day everyday.

36. The men are not in accord with the way Industrial Overload and other such agencies are run.

37. At Manpower Centre they are discriminated against when they give their address as Provincial Hostel.

37. Would like to see more on vocational training through Canada Manpower.

38. When men are hired direct by employer they have no job slip to present to hostel for clothes and transport.

39. Patrons at hostel being abused by certain staff members.

40. All persons files to be confidential.

REQUEST FOR A PROPOSAL NO. 2

SINGLE MEN'S HOSTEL, CALGARY

Minutes of the meeting held on June 29th, 1970, at 9:00 a.m. in the John J. Bowlen Building, Calgary, for the purpose of orienting service agencies and other interested persons of the purpose of this Request for a Proposal.

Present: Management Committee:
Mr. Preston Manning, General Manager, M & M Systems.
Mr. J. J. Watkins, Program Supervisor, Department of Social Development.
Mr. R. Wilson

Registration - list attached.

The meeting convened at 9:00 a.m. with Mr. Preston Manning acting as Chairman. He introduced the members of the Management Committee and gave a brief explanation of the purpose for this orientation meeting. By calling for proposals to operate the hostel, the intent is to try and improve the standards of services more cost effectively. The Government would still be responsible for allocating resources, providing top management administration and acting as the monitoring agent. The contractor will have the operational responsibilities. The responsibilities of the management group are to provide necessary information to respondents, to evaluate the proposals, and to make a recommendation to the Minister.

The format to be following in conducting the meeting will be to go through the RFP point by point and try to answer any questions which arise. If the answers are not readily available, the Management Committee will forward any additional information as soon as possible. The hope is that the objectives of the RFP will be achieved more cost effectively. If proposals submitted do not show any substantial gain in cost effectiveness, there would be no point in transferring the operation of this service to the private sector.

OBJECTIVES - Mr. Manning read the five objectives and stated that these were the goals of the Request for a Proposal and any proposal should try to achieve these objectives. He then called for any questions.

MR. KING referred to page 5, no. 7, and questioned the 94% being allowed for objectives 1 and 2. He felt it did not leave very much to try and achieve the rest of the objectives. He wanted some explanation regarding the attainment of No's. 4 and 5 in relation to the suggested cost allocation and he referred to Justice O'Bryne's report, pointing out that these particular goals are ones that are not being achieved at the present time.

MR. MANNING explained that the goals were established as realistically as possible. He pointed out that the main point in allowing such a large percentage for the budget was that sleeping accommodation and meals are the "basic services" to be provided by the contractor.

MR. HAGEN inquired as to whether the 94% would still apply if the hostel management used the services of some of the transient men in the maintenance of the hostel. He suggested a means whereby "self-help" could be utilized.

MR. MANNING stated that the main thing was that these goals be achieved. Standards must be maintained and three adequate meals a day provided. He noted that the classification of the individual can make this service more effective.

MR. WHITFORD asked how the figure of $5,000.00 was arrived at for the attainment of objective No. 5.

MR. MANNING replied that the Government wanted a research initiated to try to come up with a better approach, not its implementation. If a plan for a better system could be worked out the Government is prepared to pay $5,000.00 for it.

MR. KING referred to Justice O'Byrne's report in which the recommendation was made that provision be made for a classification centre in the hostel.

GUIDELINES AS TO STANDARDS

Mr. Manning read through the guidelines as to standards, mentioning that No. 1 was quite straightforward, No. 2 states that three meals per day must be provided; these meals to conform to local Board of Health regulations. He stated that the Management Committee will be sending some additional clarification regarding No. 3,

is not much, however, this need can sometimes be met by referrals to the regional offices of the Department of Social Development and to the Social Allowance Branch. He pointed out that this has not yet been worked out fully with the Social Allowance people but it was realy a small percent of the budget. He went on to No. 4 and acknowledged that some persons felt a referral to Manpower does not do much good but that this requirement should be made stronger, the reason being because this requirement is mandatory in order that this program be qualified for cost sharing purposes on a 50% basis with the Federal Government. Guideline No. 5 deals with the human component and the quality of personal relationships. Exploitation of the use of the services of a man must be carefully avoided. Items No. 6 and 7 refer to the "intent" rather than the mechanics. The idea behind No. 6 is not to make the hostel a grand place to stay and thus destroy incentive, not to have it become loaded with those who like it so much that they want to make it a permanent residence. The intent of No. 7 is to prevent permanent residence. Here more attention must be paid to individual classification since some have alcoholic or drug problems. Mr. Manning stated that this particular factor and how it is proposed to be handled will be an important part to be considered when evaluating the proposals submitted.

MR. HAGEN commented that the primary concern here appears to be the standard of accommodation and meals and in the provision of special needs, and that the contractor is not expected to bring this standard to any significantly higher level. However, he felt he would like to see more emphasis placed on the social welfare aspects of the operation.

MR. HOLLICKY stated that he would like to see improved job placement services.

MR. WHITFORD inquired how employment referrals would be affected in the event that some other group took over the operation of the hostel.

MR. MANNING stated that the cost of this type of service would have to be worked out and suggested that alternatives be suggested by the respondents.

MR. WHITFORD pointed out that there was presently a social worker employed at the hostel who assisted with employment placements.

MR. MANNING asked that respondents try to come up with an alternative scheme, keeping in mind the question "How are we going to have more people employed?" He pointed out that the Minister is particularly interested in holding to the goals. Any adjustment to the goals would have to be approved by the Minister. The goals are the focus, but the Government is open to suggestions.

Commenting on No. 9, Mr. Manning stated that any changes in the guidelines will have to be made formally and a formal announcement of the change made to all concerned. He noted that the question had been raised at the Edmonton meeting as to whether the operation of the hostel would fall within the legislation of the Innkeepers and Tenants Act, and whether the operation would qualify for Federal Sales Tax exemption if application for a bona fide public institution were made to the Federal Government. He noted that this would depend largely on whether this is a profit or non-profit venture. Mr. Manning promised to get a clear definition on this.

ADMINISTRATIVE GUIDELINES

Mr. Manning referred to part 1 and 2 or item No. 1 and stated that it was hard to be rigid in these areas and extremely difficult to lay down hard and fast rules; this being an area requiring discretion. He pointed out that intoxication can be regarded as the number one problem and the Management Committee will be examining proposals carefully to see how a method of coping with this particular problem will be suggested or proposed.

Referring to item No. 2, Mr. Manning asked that the word "will" be replaced by "must". He stated that all referrals must be made through the Department of Social Development as they are the official referral agency. No 4 is to be considered more on the basis of "intent" than on the mechanics. He stated that it is expected that if a man did get a job, he should be expected to repay the Government for this service. The "intent" is to try to put some responsibility on the part of the individual - that if he is ever in a position to repay, then he should do so. Mr. Manning stated that it would certainly be interesting to see if anyone could come up with a better way.

Mr. Manning stated that some changes may be recommended in the house rules. They had been discussed with the men at the hostel in Edmonton and it was

interesting to note the emphasis on minor grievances which could easily be remedied. No. 6 deals with record keeping requirements. There are three particular sets of records the contractor will be required to keep. No. 6(c) should read "To complete and submit a monthly financial operating statement and an audited yearly financial statement". No. 7 requires that an appeal procedure be designed and it is important that there be this appeal procedure. The request is for the respondent to suggest a fair kind of procedure whereby grievances, complaints, etc. could be handled. Referring to No. 8, Mr. Manning commented on the fact that this applies primarily to the situation in Edmonton, but it is not expected that the contractor in Calgary will have to provide overflow accommodation. However, if the economic situation were to become worse and this need arises, a special clause could be inserted to provide for this.

FINANCIAL GUIDELINES

No. 1 states that the Government is prepared to lease the building; No. 2 - to lease or sell the furnishings. No. 3 will probably be a minor item. The contractor will be expected to purchase the expendable stock on hand. Mr. Manning consulted with Mr. Watkins on the approximate cost of stock at present.

MR. WATKINS replied that as at May 31st, 1970, the approximate value was $2,800.00.

MR. LOWERY asked if a contractor were to put in a proposal, would there be a clause indicating and specific length of time set on the contract to be renewed.

MR. MANNING said that the Management Committee was open to suggestions as to the length of the lease.

He stated that at the present time purchases are being made through the Provincial Purchasing Agency and these purchases qualify for Federal Sales Tax exemption. He did not know whether a private contractor could get sales tax exemption but recommended that they make application. Referring to No. 4, Mr. Manning pointed out that since the Calgary Hostel is new, renovations or alterations in the near future are not anticipated.

MR. HOLLICKY pointed out that the Government did not include overall administration costs and other indirect costs in the total operating costs.

MR. MANNING stated that this was a fairly decentralized program. Top administrative costs are difficult to allocate, however, the Homes and Institutions Branch will continue being the monitoring agent much as they do now. Mr. Manning agreed that the contractor will have to provide for this additional administrative cost. He mentioned that No. 7 was not to be taken as inflexible. The major concern is for providing accommodation and meals and the allowance of $5,000.00 for attaining objective No. 5. Referring to No. 8, Mr. Manning urged that a hard look be given to the personnel presently employed at the hostel. He stated that the senior staff can be relocated within the Department, the Department of Public Works can use their personnel elsewhere, however, some of the staff will be looking for work if they are not employed by the contractor.

MR. WHITFORD asked whether the contractor would be required to work with other Government departments.

MR. MANNING explained that other Government departments are involved, but each contractor would have to work out a framework of their caseload and work within it. Some services may be subcontracted and these should be outlined in the proposal.

In discussing No. 10, Mr. Manning stated that they would be looking for bonus and penalty clauses in any proposal.

MR. HAGEN asked how social performance could be evaluated. He noted that financial gains could easily be measured but how are social gains or achievements to be measured.

MR. MANNING replied that the Committee had some ideas that could be implemented in evaluating and measuring social gains which would be fair and workable.

Referring to No. 11. Mr. Manning explained that the performance bond clause was put in because, if the contractor fails, the Government is going to have to go to a lot of expense picking up the pieces. Mr. Manning pointed out that at this point it would not be possible to get a bond since no one as yet is

aware of the exact terms of the contract, whether there will be a penalty clause for default, etc, but that the Attorney General's Department is working on a draft contract. He noted that a meeting was scheduled for June 30th with the Attorney General's Department and the bonding people to discuss this and get more specifics.

MR. LOWERY commented on the fact that the Government does not take the depreciation factor into account when determining costs, however, this would be something the contractor will have to do. He wondered what form the lease would take, whether they were to be looking at something like one dollar ($1.00) a year or what and whether the Government would give consideration to selling the building.

MR. MANNING asked respondents to make note of any special costs which a private contractor would meet but the Government might not. Concerning the terms for leasing the facilities, Mr. Manning stated that they would be looking for the most cost effective deal possible for attaining the goals.

GENERAL GUIDELINES

Mr. Manning explained that the Minister is represented by the Homes and Institutions Branch of the Department of Social Development and this would be spelled out in a redraft of the RFP. He stated that Mr. Speaker was very interested in this system and if it worked out satisfactorily in this area it could be implemented in many other areas.

MR. WHITFORD commented on the fact that the Single Men's Hostel provides very essential services, such as channelling men into rehabilitative programs, dealing with men who have alcohol problems, etc. He wondered just how closely this service is tied in with the other Departments since a contractor could not increase the effectiveness of the services unless they too work with the other Departments, with the provincials gaols, rehabilitation services, etc. He wondered whether there was presently any co-ordination presently in effect between all these services and the relationships which presently exist.

MR. MANNING confirmed that there was a great deal of co-ordination between the various Government Departments and private services, but just how these relationships are going to be tied in will have to be worked out. He promised to provide all prospective contractors with a detailed diagram showing how all Government and private services fit into the operation and a brief explanation of just how these services are utilized in connection with the hostel operation.

MR. WHITFORD inquired as to whether the other Government Departments and services were kept informed and are aware of this RFP.

MR. MANNING replied that some of the people have been informed but he had some reservations as to what extent the information was understood. He felt they would not be fully aware until they become actually involved. He felt assured that the key people do know and particularly two of the Departments which will be directly affected, Social Development and Public Works, are aware of the proposed changeover. He deemed it extremely important that there be no loss of co-ordination during this transition period.

He pointed out that in No. 5 they were asking for proposals and not merely discussions. He hoped to provide all the information possible and the contractor will be responsible for tying it together.

Concerning the time limit of August 31st, in No. 6, Mr. Manning stated that this was raised at the meeting in Edmonton and that although not entirely definite, a one month extension may be granted. He pointed out the problems involved in extending the deadline as it would have a tendancy to be in a state of limbo and the Government does not want any deterioration of services while this is being negotiated.

No. 7 indicates that elaborate presentations or brochures are not necessary, just the essential facts. No. 8 specifies that proposals become the property of the Government, but he felt it should be looked upon as a joint ownership. But the Government wanted to reserve the right to retain each proposal for as long as it was needed.

MR. LOWERY asked whether the material would be returnable.

MR. MANNING gave assurance that proposals could be returned, upon request, after they have been evaluated and assessed and the Committee had no further need for them. He explained that if the Government received two or three proposals and each one had real merit in different areas, these may be compiled and a new RFP drawn up, although this was not anticipated and it will be avoided, if possible. He stated that they are realy looking for only one proposal which would cover all areas. He suggested that perhaps some of the service groups could get together and form a . He saw nothing wrong with this kind of arrangement, but the Government wants to deal with only one general contractor.

In summarizing No. 9, Mr. Manning pointed out that the Government was not just looking for a repeat of what has been done in the past, but rather at something that will show a substantial gain. He pointed out that the Management Committee may receive a proposal from a group that has had a great deal of experience in business and economics but no experience in social welfare, or the reverse may be the case. The Committee will be taking this sort of thing into consideration and will want evidence of capability on both sides. Questions they will be asking are "What are we getting for the dollars spent?" "According to this proposal, what are the chances of achieving the goals?". Secondary, as well as primary benefits, will be considered as well as feasibility.

No. 10 calls for a program of research with the end result being improved methods of classification, maintenance and rehabilitation of the single, transient man and a plan for the implementation of these methods. Mr. Manning expressed hope that proposals submitted would be more cost effective and more successful than what we have now.

Referring to No. 11, Mr. Manning pointed out that proposals submitted may be socially feasible but not financially sound, or may be economically sound but not socially feasible. He mentioned that the Committee will be looking in depth at this aspect of the proposal, such as length of experience in the social welfare area and economic responsibility. He hoped to synthesize social concern with sound management capability.

Regarding No. 12, Mr. Manning suggested consultation with the men who are using the service and perhaps some of their ideas could be incorporated into a proposal. He stated that a meeting had been held in Edmonton at the Marian Centre the previous Sunday in which the service groups had an opportunity to meet and discuss the hostel services with the transient men. He suggested a similar meeting be held in Calgary since the terms of the RFP required this anyway. A meeting was set for Sunday, July 5th, 1970, at 1:30 p.m., to be held in the T.V. room at the Single Men's Hostel. Arrangements were made to have copies of the first 8 pages of the RFP distributed to the men early in the week to give them an opportunity to read it and prepare any comments.

In clarifying No. 12, Mr. Manning stated that the Department of Social Development, Homes and Institutions Branch, will act as monitor to see that guidelines are followed and once a contract is signed, that it is adherred to.

In implementing No. 14, Mr. Manning noted that there would have to be close collaboration between the Government and the contractor. Special allowances would have to be made for prevailing economic conditions and the contract would consequently have to be reviewed to meet the situation. He pointed out that any change in the ruling would have to be made formally. He felt if the economic situation became worse and the contract was binding, there would be a tremendous drain on the social agencies.

Mr. Manning concluded by referring to the matter of the bid bond and the performance bond which is required. He stated that it was essential that the contractor prove some financial stability to protect the Government. He hoped to have further clarification after the meeting with the Attorney General's Department and the bonding people.

The meeting adjourned at 11:00 a.m.

NOTE: NUMERICAL AND ALPHABETIC REFERENCES REFERRED TO IN THESE MINUTES REFER TO THE ORIGINAL COPY OF THE RFP NO. 2 (JUNE, 1970).

IN YOUR REPLY PLEASE REFER TO

FILE NO. 20-B-8

GOVERNMENT OF THE PROVINCE OF ALBERTA

DEPARTMENT OF THE ATTORNEY GENERAL

Legislative Building,
EDMONTON, Alberta.

July 7, 1970.

Mr. Preston Manning,
M. & M. Systems Research Ltd.,
208-10355 Jasper Avenue,
EDMONTON, Alberta.

Dear Sir,

This is to confirm our telephone conversation of yesterday's date wherein I advised that I did not consider the operators of the single mens' hostels to be innkeepers with the liabilities consequent thereon.

The method of operation of these hostels in not requiring a price to be paid by the transient for the accommodation provided, would not bring the operator within either the common-law or statutory definitions of "innkeeper".

Yours truly,

M. Cormack (Miss)
Solicitor.

MC/pp.

259-253

Lutheran Welfare Society IN ALBERTA
OPERATING
Bethany Auxiliary Hospital
1918 - 8 Ave. N.W.
Calgary, Alberta

July 7, 1970

P. Manning, Chairman,
M. & M. Systems Research Ltd.,
208 Confederation Building,
Edmonton, Alberta

Dear Mr. Manning:

Re: Single Men's Hostel, Calgary

We have been reviewing the information supplied by your office on the Single Men's Hostel, Calgary, and have a few questions to ask of you in order to clarify some items in our minds. This is particularly so, concerning expenditures and budget figures, and we would appreciate your kind attention and reply to the following:

Dep't of Social Development:		Appendix "C" Expenditures 69/70	Expenditure Estimates 70/71
Codes	Description		
1) 260-275	Contracts & agreements Labor & Services Please advise what type of labor and services these contracts and agreements cover?	11,931.13	13,600.00
2) 365-370	Grants and Prizes We would appreciate some further information on this type of costs as it is noted that the budget figure is more than three times as great as the expenditures?	7,415.50	25,000.00
3) 495-605	Material & Supplies In operating a welfare institution such as the Hostel, would the firm (successful bidder) be liable for payment of Federal Sales Tax on supplies?	31,394.43	49,000.00

	Codes	Description	Appendix "C" Expenditures 69/70	Expenditure Estimates 70/71
4)	805	Salaries In better analyzing salaries, for estimating purposes, and in the event many of the present staff were continued on, could the following data be made available – Present Salary / Next Pay Bracket / Effective date of next Pay Increment	68,491.60	78,692.00
5)	835	Transportation (Bus Tickets) There does not appear to be any Budget provision for this item, please explain both – a) Why over $3,000.00 expenses in 1969/70 while, b) Nil budget provision?	3,268.00	Nil shown
6)	980	Wages Why is a decrease in wages anticipated for the Budget Year? What was the number of paid hours and average hourly rate paid for part time staff?	21,010.34	20,000.00

Dep't of Public Works

	Codes	Description	Appendix "C" Expenditures 69/70	Expenditure Estimates 70/71
1)	270-275	Contracts & Agreements Maintenance and Equipment Labor Services As there does not appear to be any Budget provision for 70/71 for this type of expense, we wondered at the particular reason for this?	332.28 809.60	-- --
2)	610-650	Materials and Supplies Here again, we wondered at the probability of having to pay Federal Sales Tax on supplies and, if our figures taken from the budget sheet are correct, then there must be some reason for the difference between costs (69/70) and estimates (70/71) ?	2,871.00	20,000.00

	Codes	Description	Appendix "C" Expenditures 69/70	Expenditure Estimates 70/71
3)	795	Repairs to Equipment There does not appear to be any provision made in estimates for this item, but then again we may not be interpreting the matter correctly?	784.37	—
4)	960-975	Utilities From our interpretation, the cost of utilities for 69/70 is much greater than the estimate for 70/71 and we would appreciate your comments on the reason for this.	13,165.49*	10,000.00
5)	--	Wages Here again the estimate figure is for less than the actual expenses (69/70) but our interpretation of these figures may be in error. Information in this respect would be appreciated? It is also noted that the expenditures for (69/70) $66,400.70 are greater than the estimates for 1970/71, $65,270.00, for which there are likely good reasons and we would appreciate any information thereon.	43,088.99	29,666.00

In addition to the above questions pertaining to financial matters, we would also appreciate any data on the average number of calories per day supplied or required to be supplied in the daily food diets for these single transient men.

As time is of the essence, we would indeed appreciate your kind and early consideration and reply to these querries. Thank you.

Yours truly,

H. Mytroen,
Assistant Administrator

HM/de
C.C. Mr. T.C. Mikkelsen

Department of Social Development
EXECUTIVE BUILDING · JASPER AVE & 109 ST · EDMONTON 14, ALBERTA

July 15th, 1970.

Mr. Preston Manning, Chairman,
M & M Systems Research Ltd.,
208 Confederation Building,
EDMONTON, Alberta.

Dear Mr. Manning:

The following information is provided concerning questions directed to you by the Lutheran Welfare Society in Alberta, dated July 7th, 1970.

Department of Social Development

1. Code 260-275

   Q: Please advise what type of labor and services these contracts and agreements cover?

   A: This code covers labor and services relating to the Canadian Corps of Commissionaires.

2. Code 365-370

   Q: We would appreciate some further information on this type of costs as it is noted that the budget figure is more than three times as great as the expenditures?

   A: This type of cost is an estimated cost of providing accommodation apart from the hostel when the hostel is fully occupied. Cost for 1968-1969 was $18,660.00, while this was reduced in 1969-1970 to $7,415.50. The estimate was increased for 1970-1971, anticipating an increase would be necessary for 1970-1971 over the 1968-1969 and 1969-1970 estimates.

3. Code 495-605

   Q: In operating a welfare institution such as the Hostel, would the firm (successful bidder) be liable for payment of Federal Sales Tax on supplies?

Continued.....

3. (Cont'd)

A: Re: Federal Sales Tax Exemption.

This should be secured from the Government of Canada. It would appear whether Federal Sales Tax would apply or not would depend on the status of the successful bidder, a profit or non-profit operator.

4. Code 805

Q: In better analyzing salaries, for estimating purposes, and in the event many of the present staff were continued on, could the following data be made available:
Present Salary, Next Pay Bracket, Effective Date of Next Pay Increment.

A: A salary schedule has been forwarded with each RFP.

5. Code 835

Q: There does not appear to be any Budget provision for this item, please explain both:
a) Why over $3,000.00 expenses in 1969-1970?
b) Nil budget provision?

A: Advised by our accounting branch that the budget for 1969-1970 provides $3,500.00 for transportation (bus tickets for total for Edmonton and Calgary Hostels) $1,500.00 of this amount should be in the 1970-1971 estimates for the Single Men's Hostel in Calgary.

6. Code 980

Q: Why is a decrease in wages anticipated for the Budget year? What was the number of paid hours and average hourly rate paid for part time staff?

A: Employees on part time basis at Calgary Single Men's Hostel are actually public assistance cases. However, while employed at the Hostel, they receive some renumeration in return for their duties performed, in addition to room and board, plus full medical coverage, so that the renumeration for this casual part time employment is not based on an hourly rate.

C o n t i n u e d . . . . . .

Department of Public Works

1. Code 270-275

Q: As there does not appear to be any Budget provision for 1970-1971 for this type of expense, we wondered at the particular reason for this?

A: While no provision is indicated in estimates for 1970-1971 for Maintenance and Equipment, and Labor Services, any expenditure required could be used from $20,000.00 shown in estimates under Code 610-650.

2. Code 610-650

Q: Here again, we wondered at the probability of having to pay Federal Sales Tax on supplies and, if our figures taken from the budget sheet are correct, then there must be some reason for the difference between costs (1969-1970) and estimates (1970-1971).

A: Federal Sales Tax Exemptions (please see Paragraph 3, Department of Social Development). While expenditures for 1969-1970 are $2,871.00, the $20,000.00 indicated for 1970-1971 could be used for about 6 Code Groups, and this amount is not necessarily for Materials and Supplies.

3. Code 795

Q: There does not appear to be any provision made in estimates for this item, but then again we may not be interpreting the matter correctly.

A: While no estimate is provided for 1970-1971 any amount required could be derived from Code 610-650.

4. Code 960-975

Q: From our interpretation, the cost of utilities for 1969-1970 is much greater than the estimate for 1970-1971 and we would appreciate your comments on the reason for this.

A: The estimate for 1969-1970 was excessive, so the estimate was reduced for 1970-1971. Expenditure for utilities varies considerably depending on the severity of the weather during winter months.

I will check this further and report to you.
P.M.

5. Wages

Continued . . .

5. (Cont'd)

Q: Here again the estimate figure is for less than the actual expenses (1969-1970) but our interpretation of these figures may be in error. Information in this respect would be appreciated. It is also noted that the expenditures for 1969-1970, $66,400.70 are greater than the estimates for 1970-1971 $65,270.00, for which there are likely good reasons and we would appreciate any information thereon.

A: 1969-1970 wages estimate constitutes caretakers salaries and also wages paid to tradesmen for work carried out at the Hostel. Estimate for 1970-1971 is for wages for caretakers only, while wages for tradesmen if necessary, could come out of the $20,000.00 estimated in Code 610-650.

Concerning the expenditures for 1969-1970 of $66,400.00, while the estimated expenditure for 1970-1971 is $65,270.00 both estimates of the incoming Government fiscal year were prepared several months in advance. The Single Men's Hostel in Calgary is a new building, officially opened in October, 1968, and it was determined after a years operation that the estimates could be reduced by approximately $1,200.00 for 1970-1971, in comparison to the estimated budget for 1969-1970.

Copies of the hostel menu was provided with the RFP Material.

We trust that this information will meet your requirements.

Yours very truly,

Wm. C. Thompson
for R. W. HOLMES, Director,
Homes and Institutions Branch.

WCT/wyk

Wm. C. Thompson,
Program Supervisor.

July 16th, 1970

Mr. H. Mytroen,
Assistant Administrator,
Lutheran Welfare Society,
Bethany Auxiliary Hospital,
1918 - 8th Avenue N.W.,
Calgary, Alberta.

Dear Mr. Mytroen:

Please find enclosed the information which you requested in your letter of July 7th.

Yours sincerely,

PM

Preston Manning.

Enclosure

July 8th, 1970

MEMO

From: The Chairman,
Request for Proposals Management Groups,
208 Confederation Building,
Edmonton, Alberta.

Subject: Revisions, deletions and additions to RFP's No. 1 and No. 2 concerning the provision of services for single transient men in the Cities of Edmonton and Calgary.

To: All prospective respondents and persons substantially affected by RFP's No. 1 and No. 2.

General: On June 26th and 29th, orientation meetings were held in Edmonton and Calgary with individuals and organizations interested in responding to, or substantially affected by, RFP's Nos. 1 and 2. On June 28th and July 5th, meetings were held in which persons utilizing the hostel services in Edmonton and Calgary had opportunity to express their ideas to prospective respondents.

At these meetings requests were received for additional information on various aspects of the service to be provided, clarification of various statements in the RFP's, and revision of certain guidelines. The purpose of this memo is to answer these requests for additional information, clarification, and necessary revision as completely as possible.

Provision of Special Services:

Clarification was desired concerning the contractor's responsibility to provide necessary clothing, medical assistance, transportation, and other special needs (objective 3). At present, most of these needs are met by means of vouchers issued by a government social worker at the hostel, and are funded from Social Allowance appropriations.

It is expected that respondents will present specific plans for mobilizing non-governmental resources to meet the special needs of single transient men in the City of Edmonton (Calgary).

In addition, the successful respondent (contractor) will be authorized to act as an agent of the Department of Social Development for issuing Social Allowance to meet the special needs of single transient men in the City of Edmonton (Calgary). In performing this function, the contractor will be required to adhere to criteria established by the Department for the issuance of Social Allowance, and will be subject to monitoring by the Department.

Classification:

Because the contractor is assigned responsibility for the provision of special services and the meeting of special needs, it was pointed out that "classification" of persons using the hostel services should be made mandatory. The contractor will therefore be responsible for the development of a classification system for persons using the hostel services, and a brief description of this system should be included in the respondent's proposal.

Extension of Deadline for Receiving Proposals:

Because numerous respondents expressed concern that the original deadlines provided insufficient time for the preparation of proposals, the Minister has authorized a one month extension.

Proposals should therefore be submitted prior to 4:00 p.m. on the day of September 10th, 1970. No further extensions, or individual exceptions, will be made.

It is now anticipated that a contract will be negotiated with the successful respondent by September 30th, 1970, and that the contractor should commence operations on November 1st, 1970.

Position of the Marian Centre (Edmonton):

Officials of the Marian Centre (Edmonton) advise that they do not intend to respond to RFP No. 1 themselves, but are willing to talk to other respondents concerning what their future relationship to the hostel service should be. At present the Marian Centre provides the noon meal to single transient men in Edmonton. The centre is not committed to continuing this service if a better alternative can be found. Officials of the Marian Centre are, however, interested in the welfare of the transients utilizing their services at present, and are willing to consider co-operating in proposals for providing a better service.

Legal Position of the Successful Respondent:

It is anticipated that the Government will enter into two separate agreements with the successful Respondent:

1. A "Lease Agreement" between the successful Respondent and the Department of Public Works with respect to the buildings and equipment.

2. A "Service Agreement" between the successful Respondent and the Department of Social Development with respect to the provision of services.

The intent of the Service Agreement will be to constitute the Respondent as an "independent contractor".

From the standpoint of the Canada Assistance Plan the contractor will be regarded as a "provincially approved agency" (under section 2, ss k of the Act) and the Hostels will continue to be regarded as "homes for special care".

The Department of the Attorney General advises that it does not "consider the operators of the Single Men's Hostels to be inn-keepers with the liabilities consequent thereon.

The method of operation of these hostels in not requiring a price to be paid by the transient for the accommodation provided, would not bring the operator either within the common law or statutory definitions of "inn-keeper"."

Insurance:

With respect to Insurance, the Government (Department of Public Works) will continue to be responsibile for insurance on the building. Boiler insurance will also be the responsibility of the Government, not the contractor.

During the term of the contract, the contractor shall maintain in full force and effect a comprehensive general liability insurance policy satisfactory to the Minister of Social Development. Because of the difficulties in specifying the exact nature or cost of this insurance until the identity of the contractor and the exact form of the contract are known, respondents will not be required to provide details on liability insurance with their proposals. Assurance should however be provided that the respondent is able to obtain such insurance.

Bonding:

Questions have been raised concerning the bonding requirements contained in RFP's Nos. 1 and 2. Discussions have subsequently been held with representatives of a number of bonding companies. Some of these indicated that they would have grave misgivings about bonding respondents under the terms proposed. Others indicated that they would be prepared to do so, or at least to bond certain aspects of the contractor's operations.

Prospective respondents are therefore asked to meet the bonding requirements. If discussions involving the respondent, the bonding company and the Government are required to resolve difficulties, these will be arranged upon request.

The Department of Public Works and the Department of the Attorney General are working on a draft lease agreement and a draft service agreement (contract), and these should be available for consideration by the last week in July.

Federal Sales Tax Rebates:

At present, supplies for the hostels are purchased through the Provincial Purchasing Agent and are exempt from Federal Sales Tax. Without this exemption, it is estimated that the cost of supplies for the hostels would be about 5% greater.

Forms and explanatory material dealing with Federal Sales Tax rebates to "certified institutions" are attached. Respondents should seek to determine whether or not they would be eligible for this rebate, as eligibility or ineligibility will affect the cost of their services.

Revision of Objectives and Guidelines:

Revisions of the original RFP's have been made in the light of the foregoing.

Additional revisions have been made:

1. To clarify the provision of special services and the meaning of special needs.

2. To indicate where the intent of a guideline is more important than the particular mechanics suggested for its implementation.

3. To require an audited financial statement annually.

4. To make clear that it is the Homes and Institutions Branch of the Department of Social Development that will be directly responsible for any Government referrals to the hostel, and the monitoring of the contractor's work.

A copy of RFP No. 1(2) as revised July 8, 1970 is enclosed. Respondents are asked to discard their copies of the original, and to use this revision in its place.

Deletion of the Suggested Schedule for Budgetary Allocation:

The proposed schedule of "budgetary allocations for the provision of services for the attainment of the objectives of this RFP" has been deleted.

The intention of this schedule was to suggest that the Government (based on its own experience in operating the hostel services) expects the contractor to commit most of his services budget to provisions of "basic services" (accommodation and meals). This expectation still holds but the respondent will not be held to any prescribed schedule of budgetary allocations.

Employment Requests:

RFP's Nos. 1 and 2 contain no guidelines requiring that the contractor hire or attempt to hire the personnel now operating the hostel services. The Management Group does however strongly urge each respondent to give first consideration in recruiting personnel to persons already working in the hostels.

Intention to Respond:

Individuals and organizations intending to make formal comprehensive responses to RFP's Nos. 1 and 2, should so advise the Chairman Of The Request For Proposals Management Group (208 Confederation Building, Edmonton), in writing prior to July 31st, 1970.

In giving notice of your intention to respond, please designate one individual (name, address, phone number) as the contact to whom the Chairman should address any further communications.

Future Meetings:

Progress Meetings will be held at:

1. 9:00 a.m. on the 28th day of July, 1970,
   Room 801,
   John J. Bowlen Building,
   620 - 7th Avenue, South West,
   Calgary.

2. 9:00 a.m. on the 29th day of July, 1970,
   Room 312,
   Legislative Building,
   Edmonton.

To discuss the latest revisions to the RFP's, to provide information, and to ask further questions.

Opportunities for individual respondents to discuss anything relating to the RFP's or their response, with the Management Group may be arranged upon request.

Attachments:

1. RFP No. 1(2) as revised July 8, 1970.

2. Forms and explanatory material dealing with Federal Sales Tax rebates to "certified institutions".

3. Menus currently in use at the Edmonton (Calgary) Hostels.

4. Copies of the Minutes of the orientation meeting held in Edmonton and Calgary on June 26th and 29th.

5. Lists of names of individuals and organizations who have obtained copies of RFP's Nos. 1 and 2 to date, and/or who registered at the orientation meetings.

6. A summary of suggestions made by single transient men in Edmonton and Calgary concerning the operation of the hostel services.

7. Copies of the City Centre (Edmonton) Co-operative Club brief concerning single transient men.

To Follow:

1. The Management Group is currently preparing a chart showing all the agencies (public and private) presently connected with the hostel services in Edmonton and

Calgary. This chart, with an accompanying description of the present relations between these agencies and the hostel services, will be forwarded shortly as Appendix H.

Respondents are expected to utilize this chart in planning their approach to the co-ordination of hostel services with other agencies, and the effective referral of persons with special needs to appropriate agencies and programs.

2. A draft lease agreement.

3. A draft service agreement (contract).

Additional Note:

The Management Group has been contacted by Rev. Donald E. Browne of Grace United Church, Lloydminster. Rev. Browne (formerly of Edmonton) has developed an adult learning and motivation program which he believes would be relevant to the rehabilitative aspects of the RFP's. He is prepared to discuss this program with prospective respondents for possible incorporation into their proposals. Rev. Browne may be contacted at:

42 Alberta Crescent,
Lloydminster, Alberta,
Phone - 875 - 2665.

Bissell Centre
UNITED CHURCH OF CANADA

OFFICE:
9560 - 103A AVENUE
EDMONTON ALBERTA
PHONE 424-2471

July 8, 1970

Mr. P Manning
M.&M. Systems Research Ltd.
208 Confederation Building
Edmonton, Alta.

Dear Mr. Manning:

Re: Request for Proposals
Single Men's Hostel, Edmonton

As you are aware, Bissell Centre has expressed its interest and concern in the operation of the Single Men's Hostel, and has had a preliminary look at the Request for Proposals and the related data which has been made available to the public. You are also aware that we have questioned the time limits that have been set for such proposals to be submitted and their subsequent implementation.

Our Board met last week. We recognize your difficulty of reconsidering and possible changing dates when obviously some interested parties have accepted them and presumably are working towards them--- even though privately you may be inclined to entertain this. This becomes all the more pointed if Bissell, following its assessment of its own potential for the operation of the hostel, should decline such an operation, no matter what the timing. In view of this, our Board felt it should acquaint you with our interest and the practical difficulties as we see them. For example, since our meeting, July 2nd, we find that one of the men whom we asked to do some of the preliminary work for us, will not be available until early August.

In the meantime, we are simply sharing our concern with you in the hope that whoever provides the necessary services will do this responsibly and with a deep awareness of the total needs of every man.

Yours sincerely,

GWS/sij

GEORGE W. SPADY
Superintendent

July 13th, 1970.

Mr. George W. Spady,
Superintendent,
Bissell Centre,
9560 - 103A Avenue,
Edmonton, Alberta.

Dear Reverend Spady:

Thank you for your letter of July 8th, and for communicating to us the thinking of your Board.

As a result of our initial meetings with prospective respondents, we have received numerous requests for clarification of various points in the RFP's and numerous suggestions for improvement. A revised RFP has consequently been prepared which includes clarification of questionable points and necessary adjustments to certain of the guidelines. This revised RFP was issued July 8th, and a copy has been mailed to everyone on our registration list.

Of particular relevance to yourselves, will be the fact that the deadline for submitting responses to RFP's Nos. 1 and 2, has been extended by one month to September 10th, 1970. It is now anticipated that contracts will be negotiated with the successful respondents by September 30th, 1970, and that the successful contractor will commence operations on November 1st, 1970.

I do hope that this extension will make it possible for you and your associates to prepare a response.

Yours sincerely,

Preston Manning

THE CALGARY INTER-FAITH COMMUNITY ACTION COMMITTEE
607 - 329A - 6 Avenue S W
Calgary 1, Alberta

July 16, 1970
-262-3941-

The Honorable R Speaker
Minister of Social Development
Jasper Avenue & 100 Street
Edmonton, Alberta

Dear Ray:

The Calgary Inter-Faith Community Action Committee has studied your request for private groups to make an offer for the management of the Calgary Single Men's Hostel.

I am writing merely to notify you that we will have a bid in your hands by the proper date of August 10, 1970.

Yours sincerely,

THE CALGARY INTER-FAITH COMMITTEE

Pastor J R Jacobson, President

Fr P O'Byrne, Executive Director

DBB

cc- Mr F Colburn
Minister of Municipal Affairs

(1) Acknowledge letter
✓ (2) Forward copy to Preston Manning

THE CALGARY INTER-FAITH COMMUNITY ACTION COMMITTEE
607 - 329A - 6 Avenue S W
Calgary 1, Alberta

July 23/70
-262-3941-

CHAIRMAN OF THE REQUEST
FOR PROPOSALS
MANAGEMENT GROUP
208 Confederation Building
Edmonton, Alberta

Dear Sir:

Please be advised that a group representing both Inter-Faith Committee and inter-disciplanary agencies will be making a formal comprehensive response to R.F.P!s # 1 and #2 by September 10, 1970.

This group has received the formal endorsation of the Calgary Inter-Faith Community Action Committee and we are in the process of forming a Calgary Inter-Faith Society which will make the formal presentation.

Contact for our committee is the Rev'd P O'Byrne, Director of the Calgary Inter-Faith Community Action Committee, and the Rev'd J Lowery of Southwood United Church, 10620 Elbow Drive, S. W. Calgary.

Yours sincerely,

THE CALGARY INTER-FAITH COMMITTEE

P O'Byrne.

The Rev'd P O'Byrne, Executive Director

POB/dbb

August 5, 1970.

Reverend P. O'Byrne,
Executive Director,
The Calgary Inter-Faith Community
Action Committee,
607 - 329A - 6 Avenue, S.W.,
CALGARY 1, Alberta.

Dear Reverend O'Byrne:

This is to acknowledge receipt of your letter of July 23, 1970, advising of the intention of a group represented by yourself and Reverend J. Lowery to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

P.M.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh

cc: Reverend J. Lowery,
212 - 818 - 8 Avenue, S.W.,
CALGARY 2, Alberta.

Career Consultants of Alberta Ltd.
610 - 301 - 8th AVENUE S.W.
CALGARY 2 — ALBERTA
Telephone 262-4601

July 20, 1970

The Chairman,
The Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Dear Sir:

Further to your memo of July 8th, 1970, please be advised that we intend to respond to the Request for Proposal -- Single Men's Service, Calgary, etc.

Would you please forward further correspondence to the undersigned at:

610 - 301 - 8th Avenue S. W.
Calgary 2, Alberta
Phone 262-4601.

Thank you.

Sincerely,

CAREER CONSULTANTS OF ALBERTA LTD.

F. J. Gatto, President

FJG/ds

August 5, 1970.

Mr. F. J. Gatto,
President,
Career Consultants of Alberta Ltd.,
610 -- 301 - 8th Avenue, S.W.,
CALGARY 2, Alberta.

Dear Mr. Gatto:

This is to acknowledge receipt of your letter of July 20, 1970, advising of the intention of Career Consultants of Alberta Ltd. to respond to R.F.P. No. 2.

Your participation in this endeavour ismmost welcome, and we look forward to receiving your proposal.

Yours sincerely,

P.M

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh

Jack A. King, B.A., L.L.B.

BARRISTER – SOLICITOR – NOTARY PUBLIC

214, 513 – 8th Avenue S.W.
CALGARY 2, ALBERTA

TELEPHONE 265-8812

July 21st, 1970

293-64

OUR FILE

YOUR FILE

The Chairman,
Request for Proposals Management Group,
Room 322,
Legislative Building,
EDMONTON, Alberta.

Dear Sir:

RE: Operation of a Service for
Single Transient Men in Calgary

Please be advised that I, Jack A. King, intend to submit a proposal in respect to this RFP for the operation of the Calgary single transient men facility. For the present I shall be known for the purposes of this proposal as Persona Care Services.

Yours very truly,

JACK A. KING

JAK/alm

Forwarded
Peter Murray

Jack A. King, B.A., L.L.B.

BARRISTER – SOLICITOR – NOTARY PUBLIC

214, 513 – 8th Avenue S.W.
CALGARY 2, ALBERTA

TELEPHONE 265-8812

August 10th, 1970

OUR FILE Misc.

YOUR FILE

The Chairman,
Request for Proposals Management Group,
Room 322,
Legislative Building,
EDMONTON, Alberta.

Dear Sir:

RE: Operation of a Service for
Single Transient Men in Calgary

Please be advised that I, Jack A. King, intend to submit a proposal in respect to this RFP for the operation of the Calgary single transient men facility. For the present I shall be known for the purposes of this proposal as Persona Care Services.

Yours very truly,

JACK A. KING

JAK/alm

August 17th, 1970.

Mr. Jack A. King,
214 - 513 - 8th Avenue, S.W.,
Calgary, 2, Alberta.

Dear Mr. King:

This is to acknowledge receipt of your letter of August 10th, 1970, advising of the intention of Persona Care Services to respond to RFP #2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

P. M.

Preston Manning,
Chairman,
Requests for Proposals Management Group.

Telegraphic Address
"Salvation"
Telephone 362-1071

THE SALVATION ARMY

WILLIAM BOOTH
Founder
ERIK WICKBERG
General
CLARENCE D. WISEMAN
Commissioner

HEADQUARTERS FOR CANADA AND BERMUDA
20 ALBERT STREET, TORONTO 102, ONTARIO.

July 24, 1970

Chairman of the Request for
Proposals Management Group
208 Confederation Building
Edmonton, Alberta

Dear Sir:

The Salvation Army wishes to indicate officially our intent to submit a comprehensive proposal or tender for the leasing and operating of the Transient Men's Hostels as outlined in the Terms of Reference issued by the Government of Alberta as of date July 8th, 1970.

The Terms of Reference, laid down as guidelines, do not appear to conflict with the principles and purposes traditional in the Social Welfare programme of The Salvation Army.

The proposals will include both Hostels in Calgary and Edmonton respectively.

All correspondence relative to the above matter should be addressed to Colonel A. G. Moulton, Men's Social Service Secretary, 20 Albert Street, Toronto, Ontario.

Yours sincerely,

A. G. Moulton

(Arthur G. Moulton)
Colonel
MEN'S SOCIAL SERVICE SECRETARY

AGM/rt
cc: Commissioner C. D. Wiseman
Colonel B. Tripp
Colonel Wm. Chas. Poulton
Lieut.-Colonel M. Flannigan
Lieut.-Colonel E. Falle

August 5, 1970.

Colonel A. G. Moulton,
Men's Social Service Secretary,
The Salvation Army,
20 Albert Street,
TORONTO 102, Ontario.

Dear Colonel Moulton:

This is to acknowledge receipt of your letter of July 24, 1970, advising of the intention of The Salvation Army to respond to R.F.P. No. 1 and R.F.P. No. 2.

The participation of the Army in this endeavour is most welcome, and we look forward to receiving your proposals.

Yours sincerely,

P.M.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh

cc: Captain Mel Bond, Edmonton, Alberta.

cc: Captain Howard Nichol,
515 - 1st Street, S.E.,
CALGARY, Alberta.

PROVINCE OF ALBERTA

MEMORANDUM

OUR FILE NO.:

YOUR FILE NO.:

FROM: Mr. J. P. Matheson,
Director, Division of Alcoholism

TO: Dr. P. B. Rose,
Deputy Minister of Health,
Administration Building,
EDMONTON, Alberta

DATE: 27 July 1970

Re: Single Men's Hostel

This refers to our conversation several days ago originating from a request to you by Mr. Preston Manning. Any approach from the Division/Commission on Alcoholism to this particular facility should be related to our recommendations to the O'Byrne Inquiry of several months ago. Mr. Manning, at his request, was provided with a copy of this some time ago. In other words, no central facility for the care and rehabilitation of the chronic drunkenness offender group can be considered without due recourse to the four basic components of a comprehensive program as outlined on page two of the Division's recommendations to Mr. Justice M. B. O'Byrne.

As the Division of Alcoholism is presently constituted, and if this is maintained, then the Commission will have a very clear responsibility for the alcohol problem-group resident at the Single Men's Hostel. This would not be a new feature of the present program although it could involve an expansion of this.

Presently the Division operates a day program mainly for the unemployed, indigent person, and serves the following referral sources:

1) the Edmonton Court Program,
2) Persons on Day Parole from Belmont and Fort Saskatchewan,
3) Referral from other social agencies located in the downtown area,
4) Voluntary referrals.

We presently have three counsellors working in this unit which is quite separate and apart from the Edmonton Outpatient Clinic, with the program tailored essentially to the needs of this particular category of alcoholics.

... 2

Unfortunately, it has not been possible to determine the percentage of persons with identifiable alcohol problems who are maintained at the present Hostel and, therefore, the implications that a direct program for this group would have upon our resources. Nevertheless, it would be logical that the Commission would provide the necessary professional resources for the classification of those persons falling into the problem-drinking category.

It is further ventured that with reasonable planning, the present day program could be fashioned to accommodate those persons requiring therapy and rehabilitation. At the present time this particular program is located within our 103rd Street offices which are quite unsuitable and impractical from the standpoint of physical accommodation and distance from the Hostel, where most of these people reside. Any anticipated involvement from the Commission as a resource for the agency that operates the hostel should include a removal of this feature of the program either to the hostel, or to a location in greater proximity.

Furthermore, it is highly doubtful whether those persons requiring accommodation at the hostel and who have an identifiable alcoholic problem should remain mixed with those persons that do not have a problem. For the program to operate effectively some segregation within the same building if feasible, or if not, in some other location should be entertained. This is what we meant when we referred to a "community residence" in our recommendations to the O'Byrne Inquiry.

This raises, of course, the matter of the expressed purpose of the Single Men's Hostel. Is it the intention that all persons seeking admission be accommodated there including those with alcohol problems, other behavioral problems, along with those persons whose only problem is that they are temporarily unemployed and without resources to care for themselves? This in itself raises a multitude of questions and will impose a high degree of study and thought by the successful agency that responds to the Request for Proposal.

Another feature which is central to the entire matter of the single, unemployed alcoholic is the requirement of "drying out" or simple detoxication as described at the top of page three of our recommendations to the Inquiry. Is it the intention that the hostel agency assume this responsibility within the confines of the facility or, as we have suggested, should it be a separate service provided in close proximity in relationship to one of the general hospitals? Following the drying out process, it has been our opinion that the individual could be referred to the appropriate program capable of longer range treatment and rehabilitation.

Director

Edmonton Day Centre

10628 - 96th Street Phone 424-4368
EDMONTON, ALBERTA

July 27, 1970.

The Chairman,
R.F.P. Management Group,
208 - Confederation Building,
Edmonton, Alberta.

Re: Intent to Respond

Dear Mr. Manning:

Please be advised that the Edmonton Day Centre Society intends to make a formal, comprehensive response to R.F.P. No, 1, not later than September 10, 1970.

The individual designated for contact is:

R.C. Cumming,
Executive Director,
10628 - 96th Street,
Phone: 424-4368.

Sincerely,

Alex Campbell

Alex Campbell, per RC

President.

August 5, 1970.

Mr. Alex Campbell,
President,
Edmonton Day Centre,
10628 - 96 Street,
EDMONTON, Alberta.

Dear Mr. Campbell:

This is to acknowledge receipt of your letter of July 27, 1970, advising of the intention of the Edmonton Day Centre to respond to R.F.P. No. 1.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

P.M

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh

cc: Mr. R. C. Cumming,
Executive Director,
Edmonton Day Centre,
10623 - 96 Street,
EDMONTON, Alberta.

Lutheran Welfare Society IN ALBERTA

OPERATING

Bethany Auxiliary Hospital

1918 - 8 Ave. N.W.
Calgary, Alberta

July 28th, 1970.

Mr. Preston Manning,
Chairman of The Request For Proposals
Management Group,
208 Confederation Building,
EDMONTON, Alberta.

Dear Mr. Manning:

This is to advise you that it is the intention of the Lutheran Welfare Society in Alberta to make formal comprehensive response to R.F.P.'s Nos. 1 and 2 - Calgary Project.

Yours very truly,

LUTHERAN WELFARE SOCIETY
IN ALBERTA.

T. CHRIS MIKKELSEN.

TCM/ms.

T. CHRIS MIKKELSEN.
PRESIDENT.
1207 - 18th Street N. W.,
CALGARY 42, Alberta.

August 5, 1970.

Mr. T. Chris Mikkelsen,
President,
Lutheran Welfare Society in Alberta.
1207 - 18th Street, N.W.,
CALGARY 42, Alberta.

Dear Mr. Mikkelsen:

This is to acknowledge receipt of your letter of July 28th, 1970, advising of the intention of the Lutheran Welfare Society in Alberta to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh

TELEPHONE 288-1730

BARRIE I. STRAFFORD & ASSOCIATES LTD.
4628 MONTGOMERY BOULEVARD
CALGARY 45, ALBERTA

July 28, 1970.

To Peter Manning
Note I have no further info on any "RFP" titles
RLG

The Chairman,
Request for Proposals Management Group,
Room 322 - Legislative Building,
EDMONTON, Alta.

Dear Sir,

Re: Request for Proposal No. 2.
Single Men's Hostel, Calgary.

We are pleased to confirm that it is our intention to submit a formal response to the above Request for Proposal.

Further communications should be directed to:

Mr. Barrie I. Strafford,
Barrie I. Strafford & Associates Ltd.,
4628 Montgomery Blvd. N.W.,
Calgary 45, Alta.
phone: Calgary - 288-1730.

It would be most appreciated if future correspondence could be forwarded in duplicate.

Yours very truly,
BARRIE I. STRAFFORD & ASSOCIATES LTD.,

A.L. Owen.

ALO/ym

TELEPHONE 288-1730

BARRIE I. STRAFFORD & ASSOCIATES LTD.
4628 MONTGOMERY BOULEVARD
CALGARY 45, ALBERTA

(COPY)

July 28, 1970.

The Chairman,
Request for Proposals Management Group,
Room 322 - Legislative Building,
EDMONTON, Alta.

Dear Sir,

Re: Request for Proposal No. 2.
Single Men's Hostel, Calgary.

We are pleased to confirm that it is our intention to submit a formal response to the above Request for Proposal.

Further communications should be directed to:

Mr. Barrie I. Strafford,
Barrie I. Strafford & Associates Ltd.,
4628 Montgomery Blvd. N.W.,
Calgary 45, Alta.
phone: Calgary - 288-1730

It would be most appreciated if future correspondence could be forwarded in duplicate.

Yours very truly,
BARRIE I. STRAFFORD & ASSOCIATES LTD.,

A.L. Owen.

ALO/ym

August 6, 1970

Mr. A. L. Owen
Barrie I. Strafford & Associates Ltd.
4628 Montgomery Boulevard, N. W.
Calgary 45, Alberta

Dear Mr. Owen:

This is to acknowledge receipt of your letter of July 28th, 1970, advising of the intention on Barrie I Strafford & Associates Ltd. to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome and we look forward to receiving your proposal.

Two complete copies of R.F.P. No. 1 (Edmonton) have been forwarded to you as requested.

Yours sincerely,

P M.

PRESTON MANNING,
Chairman,
Request for Proposals
Management Group.

PM/yh

cc: Mr. Barrie I Strafford
Barrie I Strafford & Associates Ltd.
4628 Montgomery Boulevard, N.W.
CALGARY 45, Alberta

Bissell Centre
UNITED CHURCH OF CANADA

OFFICE:
9560 - 103A AVENUE
EDMONTON ALBERTA
PHONE 424-2471

July 29, 1970.

The Chairman,
Request for Proposals Management Group,
208 - Confederation Building,
EDMONTON, Alberta.

Dear Sir:

This is to advise you that Bissell Centre is intending to respond to your Request for Proposals regarding the operation of the Single Men's Hostel, Edmonton.

Please direct any future correspondence to: Mr. David King, 9707 - 107th Street, Edmonton, Phone 429-0731, and duplicate copies would be appreciated at Bissell Centre, 9560 - 103A Avenue, Edmonton, Phone 424-3462.

Yours truly,

G. W. SPADY,
Superintendent.

GWS/rw

August 6, 1970.

Reverend G. W. Spady,
Superintendent,
Bissell Centre,
9560 - 103A Avenue,
Edmonton, Alberta.

Dear Reverend Spady:

This is to acknowledge receipt of your letter of July 29, 1970, advising of the intention of the Bissell Centre to respond to R.F.P. No. 1.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

P.M.

PRESTON MANNING,
Chairman,
Requests For Proposals,
Management Group.

PM/yh

cc. Mr. David King,
9707 - 107th Street,
Edmonton, Alberta.

Jack Lowery
64 CAPRI AVENUE N.W.
CALGARY 48, ALBERTA

July 29, 1970.

Chairman of Management Group,
"Request For Proposals",
208 Confederation Building,
EDMONTON, Alberta.

ATTENTION: Mr. Preston Manning.

Dear Mr. Manning:

I wish this letter to be an official indication of my intention to enter a complete proposal at the appointed time on September 10, 1970.

While the name of the group and its total make-up is still being completed, it does include Ian Walker of the Social Planning Council, Rev. Geo. Whitford, and at least one official representative of the Calgary Inter-Faith Group, who had a number of persons at your meeting July 28th.

I believe that prior to having a meeting with our group the Inter-Faith Group had already written a letter indicating their intention of bidding and naming myself as their contact. This should not be construed as meaning that the two groups are identical. However, following further meetings they have indicated an interest in being associated with our bid and thus one bid only will be forth coming.

Yours sincerely,

J. T. Lowery.

JTL/jam

P.S.: Office Address:
#212, 818-8th Avenue S.W.,
Calgary 2, Alberta.
(Telephone: 264-6738)

August 5, 1970.

Reverend J. T. Lowery,
#212, 818 - 8 Avenue, S.W.,
CALGARY 2, Alberta.

Dear Reverend Lowery:

This is to acknowledge receipt of your letter of July 29, 1970, advising of the intention of the group described to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh

cc: Reverend P. O'Byrne,
Executive Director,
The Calgary Inter-Faith Community
Action Committee,
607 - 329A - 6 Avenue, S.W.,
CALGARY 1, Alberta.

WESTERN DIVISION
10918 - 99 AVENUE
EDMONTON, ALBERTA

EASTERN DIVISION
1396 ST. CATHERINE STREET W.
MONTREAL, QUEBEC

CANADA CATERING COMPANY LIMITED

"CATERERS TO INDUSTRY"
5 SOUTHVALE DRIVE - TORONTO 17

July 29th,1970

The Chairman,
Request for Proposals Management Group,
Room 322,
208 Confederation Building,
Edmonton, Alberta

Re: Your RFP No. 1 and No. 2
Department of Social Development

Dear Sir:-

As indicated by our telegram of this date, it is our intention to endeavour to submit a proposal for the operation of a service for single transient men in Edmonton, Alberta.

Although we have specialized in the field of providing board and lodging and related types of food services for the past 25 years, we will nevertheless submit a proposal along the guidelines indicated which involve the provision of other special services in addition to the administration of the hostel. We would also be interested in negotiating a sub-contract with another agency for the provision of the food and lodging services only.

As you may be aware we maintain our Western Divisional office in Edmonton and the necessary research prior to the submission of our proposal will be carried out by our supervisor, Mr. T.W.A. Logan, a resident of Edmonton.

Unfortunately, at the present time Mr. Logan is engaged in the supervision of a contract which necessitates his absence from the office until the latter part of August; however, we anticipate being in a position to submit a proposal by the required date of September 10th next; Mr. Logan will contact your office upon his return.

continued .....

In the meantime any further information or instructions could be submitted to this office.

Yours very truly,

CANADA CATERING CO. LIMITED

K. W. Munro,
Vice-President

rs

6117b(1-68)

MEB057

MEB058(291107) Phoned

CN TN0653 CNT ED TORONTO ONT 29 1159A EDT

CHAIRMAN REQUESTS FOR PROPOSALS MANAGEMENT GROUP

RM 322 208 CONFEDERATION BLDG EDMONTON ALTA

RE YOUR REP NUMBER ONE GENERAL GUIDELINES SEVENTEEN OUR INTENT

SUBMIT PROPOSAL STOP LETTER FOLLOWING

MUNRO CANADA CATERING CO LTD

RE REP

(02).

10355 Jasper Ave
Edm Alta T5J 4C7
4240827

TEL No. _____ TIME 1036 A

TO P BY LL

CALLS LEFT _____

ATTEMPTS _____

FILE _____ MAIL _____ DELIVER

August 6, 1970

Mr. K. W. Munro
Vice-President
Canada Catering Co. Ltd.
5 Southvale Drive
TORONTO 17, Ontario

Dear Mr. Munro:

This is to acknowledge receipt of your telegram and letter of July 29, 1970, advising of the intention of Canada Catering Co. Limited to respond to R.F.P. no. 1.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

I have also noted that you would also be interested in negotiating a sub-contract with another agency for the provision of Food and Lodging Services only. A list of other agencies which have indicated an interest in R.F.P. No. 1 (Edmonton) and R.F.P. No. 2 (Calgary) will be forwarded to you in the near future.

Yours sincerely,

P.M

PRESTON MANNING
Chairman,
Requests for Proposals,
Management Group.

PM/yh

cc: Mr. T. W. A. Logan
Supervisor,
Western Divisional Office
Canada Catering Co. Ltd.
10918-88 Avenue
EDMONTON, Alberta

787 C.N. TOWER

Board of Health
Edmonton 15, Alberta
Canada

July 30th, 1970.

Mr. P. Manning (Chairman)
M. & M. Systems Research Ltd.
208 Conference Building,
Edmonton, Alberta.

Dear Mr. Manning:

Reference is made to our recent conversation regarding a request for a proposal concerning the operation of Services for Single Transient Men in Edmonton.

Although practically all health regulations could conceivably have some bearing on the operation of such a service I would suggest that prospective operators should have their attention drawn specifically to the following:

Regulations Under Public Health Act
1. Respecting Restaurants
2. Respecting Housing
3. Control of Communicable Disease

City of Edmonton Bylaw No. 2646 - "A bylaw for the regulation of ~~high~~ HEALTH standards in lodging homes".

Kind regards.

Yours sincerely,

John C. Gillespie

John C. Gillespie, M.B., Ch.B., D.C.H., D.P.H.,
Deputy Medical Officer of Health.

JCG:dg

Foothills CATERING LTD.
BOX 5024, STATION "A"
CALGARY 9, ALBERTA
PH. 252-1191 (24 HRS.)
TELEX - 038-21758

July 30, 1970

Mr. P. Manning,
Chairman,
Request for Proposals Management Group,
208 - Confederation Building,
Edmonton, Alberta.

Dear Sir:-

FOOTHILLS CATERING LTD. wish to advise the Group that we intend to submit a proposal for the Calgary Project only. We may make a joint proposal with another group, but this is not confirmed as yet.

We would like to advise you that if there is any person or group in Edmonton who would be bidding on a portion of the project but would want someone else to handle the food and housekeeping duties that our firm would be interested in providing them.

At a later date we will contact you for further information.

Thank you,

Yours very truly,

FOOTHILLS CATERING LTD.

Gordon A. MacKinnon
General Manager

GAM/pe

EDMONTON
YOUNG MEN'S CHRISTIAN ASSOCIATION

10030-102 A AVENUE, EDMONTON 15

TELEPHONE 424-8047

July 31st, 1970.

The Chairman,
Request for Proposals Management Group,
Room 322,
Legislative Building,
Edmonton, Alberta.

Dear Sir:

Attached is a statement prepared by the Y.M.C.A. of Edmonton in response to the R.F.P. No. 1 - Operation Of A Service For Single Transient Men in Edmonton.

A special Committee under the chairmanship of Dr. H. T. Coutts, Dean of the Faculty of Education, studied the materials prepared by M & M Systems Research Ltd., attended a number of meetings and interviewed people concerned with the hostel operation. From this study the attached presentation has been prepared.

Sincerely,

Harry R. Williams

H. R. Williams,
President,
Y.M.C.A. of Edmonton.

/sm

Encl.

c.c. P. Coutts
E. Cook
J. J. Thornton
R. Cox

Y.M.C.A. OF EDMONTON
July 20, 1970

RE: Single Transient Men's Service

The Y.M.C.A., after carefully studying the call for proposals for operation of the Single Transient Men's Service in Edmonton and after thoughtfully considering all aspects of the situation in relation to the goals and resources of the Association, has decided not to submit a proposal to operate a total Single Transient Men's Service. It would be interested, however, in assisting whatever prime organization or organizations are approved to operate the service, provided that:

1. It is able to arrange a reasonable subcontract with the prime organization or organizations.
2. It is given representation along with other sub-contracting agencies on the policy board of the prime organization or organizations approved to offer the service.
3. It is able to confine itself to rehabilitation of men twenty-one years of age and younger who show an interest in being rehabilitated.
4. It is able to enlist the goodwill and assistance of community resources, and in particular those related to health, education and employment.

The Y.M.C.A. is essentially dedicated to providing wholesome educational, recreational and social opportunities for young men in a setting conducive to self-improvement and wholesome activities.

Within the provisions noted above, the Y.M.C.A. would be willing to provide some or all of the following services for young men of twenty-one years of age or younger who seek positive development and use of their talents and/or rehabilitation economically and socially:

1. The Y.M.C.A. would be prepared to organize and operate a counselling centre to which young men of twenty-one years of age or younger might be referred. Such a centre could, by working closely with community medical, educational, recreational, and employment services provide valuable assistance.

2. Such a counselling centre would be staffed by well trained personnel prepared:

   2.1 To arrange with appropriate medical and dental authorities for immediate and necessary care. Frequently the causes of failure to become employed are the result of illness or physical problems that can be treated with positive results. Where illness, whether physical or mental, is more deep-seated and persistent, proper care and hospitalization could be arranged.

2.2 To arrange with appropriate educational authorities for programs of training or retraining. Retraining programs are available through the Canadian Vocational and other programs of the Department of Manpower. At least promising candidates could be aided in exploring possible opportunities for further education.

2.3 To arrange with appropriate employment authorities, and in particular with the Canada Manpower Office, for sympathetic and understanding approaches that could meet better than at present the needs of certain young men for work. Relations between the Y.M.C.A. counselling staff and representatives of the Canada Manpower Department could and should be on a sound working basis with an appreciation of the opportunities involved.

2.4 To arrange for interesting and wholesome recreational opportunities through the facilities of the Y.M.C.A. itself as well as through the facilities of other community agencies.

3. Such a counselling centre could recommend that young men who become gainfully employed might be provided with accommodation and food in the facilities of the Y.M.C.A. or of other appropriate centre for a reasonable period -- two to three weeks -- from the time that employment was secure and the initial salary was received.

The Y.M.C.A. has the advantage of having trained staff with strengths in counselling, recreational leadership and physical development. If the Y.M.C.A. were to subcontract a counselling and reference service, it would be necessary to add to its counselling staff sufficient persons to meet what would have to be determined as a reasonable number of referrals. This would probably mean adding to the staff of the Y.M.C.A. two or more additional counsellors and probably adding some administrative personnel. Once numbers were estimated, it would be possible to anticipate the cost involved. Certainly the Y.M.C.A. would approach this as a service on a break-even basis with the prime contractor (or the Government) paying the costs involved.

The Y.M.C.A. can provide accommodation for short periods of time while young men referred to it could be counselled and steps taken toward rehabilitation. We would envison that those referred might spend up to two weeks in accommodation provided through the Y.M.C.A. either in its own facilities or in facilities arranged by it while young men were being tested, interviewed, counselled, while arrangements were being made for employment, health care or educational programming and while some, who had secured employment, could be free of worry until they received their initial paycheque. We would also envison that through the service provided such young men would be able to receive essential clothing. Naturally the Y.M.C.A. would have to be reimbursed for the cost of provision of this type of service. It seems to the

Y.M.C.A. that this type of approach is essential if many young transient men are to become a productive part of the work force.

The Y.M.C.A. is well equipped to provide recreational facilities for the single transient young men referred to it during the periods when they would be accommodated through the Y.M.C.A. The Y.M.C.A. has a wide range of physical, social, intellectual and recreational programs which could be useful for this purpose. A reasonable share for the cost of the provision of such service on a fee basis would be a requirement but this item should not be a large one.

The Y.M.C.A. would estimate that probably from five to ten per cent of the single transient young men being served by the prime contractor might fall into the class that would be referred to the proposed service to be offered through the Y.M.C.A.

Policy for the direction of the Y.M.C.A. of Edmonton, a private member organization, incorporated in 1907, is set by an elected Board of Governors. Members of the Board come from many sections of the business and professional community and all volunteer their time and talents. The composition of the present Board includes both men and women with ages varying from late teens to the sixties.

* * * * *

August 17th, 1970.

Mr. F.R. Williams,
Y.M.C.A. of Edmonton,
10030 - 102 A Avenue,
Edmonton, 15, Alberta.

Dear Mr. Williams:

This is to acknowledge receipt of your letter of July 31st and the statement prepared by the Y.M.C.A. of Edmonton in response to RFP #1.

Your decision not to submit a proposal to operate a total Single Transient Men's Service has been noted. I have also noted that subject to certain conditions the Y.M.C.A. would be willing to assist the prime contractors in the performance of certain specific functions related to the Service.

This information will be communicated to the other Edmonton respondents, a list of which is attached.

I am looking forward to meeting with you in the near future to discuss your statement and the various options for participation which are possible

Yours sincerely,

P.M

Preston Manning,
Chairman,
Requests for Proposals Management Group.

August 7, 1970

Mr. Gordon A. MacKinnon
General Manager
Foothills Catering Limited
Box 5024, Station "A"
CALGARY 9, Alberta

Dear Mr. MacKinnon:

This is to acknowledge receipt of your letter of July 30, 1970, advising of the intention of Foothills Catering Ltd. to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

I have also noted that you may be interested in negotiating a sub-contract with another agency for the provision of food and housekeeping services only. A list of other agencies which have identified an interest in R.F.P. No. 2 (Calgary) and R.F.P. No. 1 (Edmonton) will be forwarded to you in the near future.

Yours sincerely,

PM

PRESTON MANNING,
CHAIRMAN,
Requests for Proposals,
Management Group.

PM/yh

August 11, 1970

Dear Sir;

Please be informed that we are still very much interested in submitting a proposal for the Calgary Single Mens Hostel. We will be making our proposal and submitting it to you on or before September 10, 1970.

Thanking you in advance for your kind consideration on this matter.

Yours truely,

William S. Mah , Frank HoLem

August 7, 1970

Mr. Frank HoLem
405 - 208 Sixth Avenue, N.E.
CALGARY, Alberta

Dear Mr. HoLem:

This is to acknowledge receipt of your letter of August 1, 1970, advising of the intention of Mr. William S. Mah and yourself to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

PM

PRESTON MANNING
Chairman,
Requests for Proposals,
Management Group.

PM/yh

August 7, 1970

Mr. W. S. Mah
209 Seventh Avenue, S.E.
CALGARY, Alberta

Dear Mr. Mah:

This is to acknowledge receipt of your letter of August 1, 1970, advising of the intention of Mr. Frank HoLem and yourself to respond to R.F.P. No. 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

P.M.

PRESTON MANNING,
Chairman
Requests for Proposals,
Management Group.

PM/yh

SCANDINAVIAN MANAGEMENT SERVICES LTD.

HEAD OFFICE:
11913 - 134 AVE.
EDMONTON 30, ALBERTA
PHONE 453-3495, 453-3496

August 5th, 1970.

Mr. P. Manning (Chairman)
M. & M. Systems Research Ltd.,
208 Confederation Building,
Edmonton, Alberta.

Dear Sir:

This will confirm the intention of Scandinavian Management Services Ltd. to submit a proposal for the operation of a single men's hostele in Edmonton.

Yours very truly,

C. Jack Thorpe,
MANAGER.

CJT/ag

August 7, 1970

Mr. C. Jack Thorpe
Manager
Scandinavian Management Services Ltd.
11913 - 134 Avenue
EDMONTON 30, Alberta

Dear Mr. Thorpe:

This is to acknowledge receipt of your letter of August 5, 1970, advising of the intention of Scandinavian Management Services Ltd. to respond to R.F.P. No. 1.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposal.

Yours sincerely,

PM

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/yh

SOCIAL SERVICE
DEPARTMENT

IN REPLY
REFER TO _____
FILE NO. _____

The City of Calgary
Calgary 21, Alberta, Canada.

August 5, 1970

Mr. P. Manning
Chairman
Request for Proposals
Management Group
Room 322
Legislative Building
Edmonton, Alberta

Dear Mr. Manning:

Re: Single Men's Hostel in Calgary

Having reviewed the request for proposal submission concerning the continued operation of the Single Men's Hostel in Calgary, please be advised that our Department will not be submitting a proposal at this time.

We will co-operate with the new respondent who is awarded this contract and will assist in service provision to this population segment wherever feasible.

Thank you for giving this matter your attention.

Sincerely yours,

T. DeVries
Social Planning Assistant

TDeV:reh

August 5, 1970.

Mr. Alex Campbell,
President,
Edmonton Day Centre,
10628 - 96 Street,
EDMONTON, Alberta.

Dear Mr. Campbell:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

It is intended that these lists should serve as background material for the:

(a) Development of an effective referral system for meeting the special needs of various categories of single transient men.

(b) Coordination of the Hostel Services with other social services and programs.

The exact manner in which referral to/coordination with these agencies is to be established, is as yet indeterminate. In some cases, direct referrals by the contractor might be preferable; in others, referrals might better be made through the Homes and Institutions Branch of the Department of Social Development. The details on referral/coordination procedures will have to be worked out between the contractor and the Department once the identity of the contractor is known, and operation of the hostel by the contractor has actually commenced.

The R.F.P. Management Group is contacting all departments and agencies which might conceivably be affected or interested in

..... /2

the R.F.P. Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

PM

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh
Encls.

cc: Mr. R. C. Cumming,
Executive Director,
Edmonton Day Centre,
10628 - 96 Street,
EDMONTON, Alberta.

SINGLE MEN'S HOSTEL SERVICES
EDMONTON AND CALGARY

Accompanied letter to recipients of Aug 5

GOVERNMENT OF CANADA

DEPARTMENT OF NATIONAL HEALTH AND WELFARE

Canada Assistance Plan - N. F. Cragg (Ottawa)
- Bob Wilson (Edmonton)

Old Age Security - W. W. Dahl (Edmonton)
- George Jones (Calgary)

DEPARTMENT OF MANPOWER AND IMMIGRATION

Employment - Educational Upgrading
- J. P. Mitchell (Edmonton) ✓ very new
- C. B. Virtue (Calgary)

Citizenship Clarification for Financial Responsibility - J. H. Fox (Edmonton)
- Earl Stauffer (Calgary)

Language Courses - R. J. Conn (Edmonton)
- Miss Lynn Stratton (Calgary)

DEPARTMENT OF VETERAN'S AFFAIRS

D.V.A. Pensions - F. U. Brown (Edmonton)
- T. D. Atkins (Calgary)

Medical & Trusteeship - Dr. A. Brinsmead (Edmonton)
- Dr. J. A. Maxwell (Calgary)

DEPARTMENT OF INDIAN AFFAIRS - NORTHERN DEVELOPMENT

Granting temporary assistance to Indians pending status determination.
- M. G. Jutras (Edmonton)
- E. D. Daggitt (Calgary)

GOVERNMENT OF ALBERTA

DEPARTMENT OF HEALTH

Hospitals Division - Dr. Rose (Edmonton)

Outpatient Department - Miss E. Markstad
(University Hospital) (Edmonton)

Social Service Department - Miss E. F. Wyness (Edmonton)
Bert Marcuse (Calgary)

Mental Health Division - Dr. A. R. Schrag (Edmonton)
- Dr. N. C. Horn (Calgary)

Division of Alcoholism - J. P. Matheson (Edmonton)
- William Frize (Calgary)

Alberta Health Care
Insurance Commission - J. F. Falconer (Edmonton)
- J. R. Gay (Calgary)

Henwood House - Mr. Bloomenthal (Edmonton)
- William Frize (Calgary)

DEPARTMENT OF EDUCATION

Division of Vocational Education - N.A.I.T.
- J. P. Mitchell (Edmonton) - S.A.I.T.
- C. B. Virtue (Calgary)

PROVINCIAL TREASURER

Audit, Purchasing, Accounts
- A. Dobie (Edmonton)
- M. Grabia (Calgary)

DEPARTMENT OF PUBLIC WORKS

Maintenance - C. H. Goings (Edmonton)
- C. J. Paul (Calgary)

Physical Plant - W. S. Davies (Edmonton)
- D. Lees (Calgary)

Inspection Service - W. S. Davies (Edmonton)

Property Branch - E. E. Wilson (Edmonton)

ATTORNEY GENERAL'S DEPARTMENT

Adult Probation (Referrals From) - G. L. McPherson (Edmonton)
- R. D. Campbell (Calgary)

Estates - Deceased Persons and Mentally Incompetent - L. W. Gardiner (Edmonton)
- L. Breeze (Calgary)

DEPARTMENT OF SOCIAL DEVELOPMENT

Accounts Branch - G. G. Shove

Accounts - Requisitions

Public Assistance Branch - W. L. Casselman

Social Allowance
Regional Offices - Referrals made for social allowance entitlement. Longer term - 90 days or more.

R. G. Maxwell, Administrator,
North Edmonton Regional Office,
10158 - 103rd Street,
Edmonton, Alberta.

B. Reichwein, Administrator,
South Edmonton Regional Office,
10455 - 80th Avenue,
Edmonton, Alberta.

A. P. Pearce, Administrator,
West Edmonton Regional Office,
170th Street and Stony Plain Road,
Edmonton, Alberta.

H. Van der Pol, Administrator,
North Calgary Regional Office,
406 - 16th Avenue N.W.,
Calgary, Alberta.

F. K. Wood, Administrator,
South Calgary Regional Office,
1300 - 8th Street S.W.,
6th Floor,
Calgary, Alberta.

Homes and Institutions Branch

(a) Single Men's Hostel, Edmonton

Transient Service Short Term
Hostel Capacity - 285

Single Men's Hostel, Calgary

Transient Service Short Term
Hostel Capacity - 267

Long Term Assistance

(b) Gunn Welfare Centre - Provincially operated institution. Supervised care for unemployable men. Admissions through the Department of Social Development, Central Office. Capacity - 118.

(c) Youngstown Home - Provincially operated institution. Supervised care for unemployable men. Admissions through the Department of Social Development, Central Office. Capacity - 52. All pensioners or social allowance cash recipients needing supervision and guidance with regard to personal behaviour.

(d) Halfway House - Provincially operated institution. Supervised accommodation for alcoholics in treatment.

(e) Overflow Accommodation (Edmonton)

- Vancouver Rooms
- Castle Hotel
- Urban House
- Colona Rooms
- Salvation Army (Also some meals provided)

Private room and board (mostly for medical reasons, diets, etc. Also social advantage)

City of Edmonton

Social Service Department - D. K. Wass
Local Board of Health - Dr. G. H. Ball
Police Department Headquarters - Chief Constable Sloane

Other Referrals (Edmonton)

John Howard Society
Marian Centre - Transient shelter and noon meal.
Edmonton Day Centre - Transient shelter and night accommodation for very intoxicated and unmanageable persons.
Project Recovery - Supervised lodging for alcoholics.

City of Calgary

Social Service Department - S. E. Blakely
Local Board of Health - Dr. Leslie C. Allan
Police Department Headquarters - Chief Constable Kent

Other Referrals (Calgary)

Mutchmor Place
John Howard Society

GOVERNMENT OF CANADA

Accompanied letter 9th September August 5 - 7.

EDMONTON	CALGARY
Department of National Health and Welfare	
Canada Assistance Plan Mr. N. F. Cragg, Brooke Claxton Building, Ottawa 3.	
Mr. Bob Wilson, 429 - 6051, Local 220.	Head Office, Edmonton, Mr. Bob Wilson.
Old Age Security Mr. W. W. Dahl, Regional Director of Family Allowance and Old Age Security for Alberta and the North - West Territories, Federal - Public Building, 9820 - 107th Street, Edmonton 2, Alberta. Phone: 424 - 0251, Extension 271.	Mr. George Jones, ✓ Field Representative, Family Allowances and Old Age Security, 1912 St. Georgia Street S. W., Calgary, Alberta. Phone: 249 - 7085.
Department of Veteran's Affairs	
D.V.A. Pensions Mr. F. U.Brown, District Director, Veteran's Welfare, 473 Federal - Public Building, 9820 - 107th Street, Edmonton 2, Alberta. Phone: 424 - 0251, Extension 401.	Mr. T. D. Atkins, ✓ District Director, Veteran's Welfare, Sam Livingstone Building, 510 - 12th Avenue S. W., Calgary 3, Alberta. Phone: 262 - 2251.
Medical and Trusteeship Dr. A. Brimacombe, Senior Treatment Medical Officer, 473 Federal - Public Building, 9820 - 107th Street, Edmonton 2, Alberta. Phone: 439 - 1776.	Dr. J. A. Maxwell, ✓ Senior Treatment Officer, Department of Veteran's Affair, Colonel Belcher Hospital, 12th Avenue 4th Street S. W., Calgary, Alberta. Phone: 264 - 1850.
Department of Manpower and Immigration	
Employment - Education Upgrading Mr. J. P.Mitchell, Director of Vocational Education, 800 Devonian Building, 11160 Jasper Avenue, Edmonton, Alberta. Phone: 482 - 1008.	Mr. C. B. Virtue, ✓ Coordinator of Vocational Training, 1003 John J. Bowlen Building, 620 - 7th Avenue S. W., Calgary, Alberta. Phone: 268 - 8403.
Citizenship Clarification for Financial Responsibility Mr. J. H. Fox, Local Manager, Canada Manpower Centre, 10015 - 103rd Avenue, Edmonton, Alberta. Phone: 429 - 2621	Mr. Earl Stauffer, Manager, ✓ Canada Manpower Centre, Department of Manpower and Immigration, 1123 - 4th Street S. W., Calgary, Alberta. Phone: 263 - 0540.
Language Courses Mr. R. J. Conn, Immigrant Participation Program, Citizenship Branch, Secretary of State, 10534 - 100th Street Edmonton, Alberta. Phone: 429 - 2871.	Miss Lynne Stratton, Director, ✓ Y. W. C. A., (Mrs. Maret), 223 - 12th Avenue S. W., Calgary, Alberta. Phone: 263 - 1550.

GOVERNMENT OF CANADA

EDMONTON

CALGARY

Department of Indian Affairs - Northern Development

Granting Temporary Assistance Pending Status Determination

Mr. M. G. Jutras,
Acting Regional Director of Indian Affairs,
27th Floor, C. N. Tower,
Edmonton, Alberta.
Phone: 429 - 5741.

Mr. E. D. Daggitt,
District Supervisor of the Blackfoot Sarcee,
Blackfoot Stony Sarcee District,
401 Custom's Building,
Calgary, Alberta.
Phone: 262 - 6136.

GOVERNMENT OF ALBERTA

Department of Health

Hospitals Division,
Dr. Rose,
Acting Deputy Minister of Hospital Services,
Administration Building,
Edmonton, Alberta.
Phone: 229 - 3208.

Mrs. Thelma John,
Holy Cross Hospital,
2nd Street & 22nd Avenue S.W.,
Calgary, Alberta.
Phone: 266 - 7231.

Outpatient Department (University Hospital)
Miss E. Markstad, Supervisor,
Outpatient Clinic,
84th Avenue and 112th Street,
Edmonton, Alberta.
Phone: 439 - 5911.

Mr. W. McKenzie,
Calgary General Hospital,
Calgary, Alberta.
Phone: 266-7541.

Social Services Department (University Hospital)
Miss E. F. Wyness, Director,
Room 2203, University Hospital,
84th Avenue and 112th Street,
Edmonton, Alberta.
Phone: 439 - 5911

Mr. Bert Marcuse,
Liason with University,
Mental Health Services,
Foothills Hospital,
Calgary, Alberta.
Phone: 283 - 0751.

Mental Health Division
Dr. A. R. Schrag, Director,
Administration Building,
Edmonton, Alberta.
Phone: 229 - 3118.

Dr. N. C. Horn, Director,
Alberta Guidance Clinic,
205 - 9th Avenue S. W.,
Calgary 21, Alberta.
Phone: 266 - 1021.

Division of Alcoholism
Mr. J. P. Matheson, Director,
9929 - 103rd Street,
Edmonton, Alberta.
Phone: 424 - 1141.

Mr. William Frize, Director,
737 - 13th Avenue S. W.,
Calgary 3, Alberta.
Phone: 269 - 6103.

Alberta Health Care Insurance Commission
Mr. J. F. Falconer,
118th Avenue and Groat Road,
Edmonton, Alberta.
Phone: 454 - 0621

Mr. J. R. Gay,
703 Bowlen Building,
620 - 7th Avenue S. W.,
Calgary, Alberta.
Phone: 268 - 8572.

"Henwood"
Mr. Bloomenthal, Director,
Box 100,
R. R.#6, Edmonton, Alberta.
Phone: 799 - 3341.

Calgary Outpatient Clinic,
Mr. Wm. Frize, Acting Regional Director,
737 - 13th Avenue S. W.,
Calgary 3, Alberta.
Phone: 269 - 6101.

Department of Education

Division of Vocational Education
N.A.I.T. and S.A.I.T.,
Mr. J. P. Mitchell,
Director of Vocational Education,
8th Floor, 11160 Jasper Avenue,
Edmonton, Alberta.
Phone: 482 - 1008.

Mr. C.B. Virtue, Co-ordination of Vocational Training,
1003 John J. Bowlen Building,
620 - 7th Avenue S. W.,
Calgary, Alberta.
Phone: 268 - 8403

Provincial Treasurer
Audit, Purchasing and Accounts
Mr. A. Dobbie, Accountant,
Legislative Building,
Edmonton, Alberta.
Phone: 229 - 3357.

Purchasing Agency Department
Mr. M. Grabia, Buyer,
John J. Bowlen Building,
620 - 7th Avenue S. W.,
Calgary, Alberta.
Phone: 268 - 8341.

GOVERNMENT OF ALBERTA

EDMONTON	CALGARY
Department of Public Works	
Maintenance Mr. C. H. Goings, Assistant Director, Terrace Building, Edmonton, Alberta. Phone: 229 - 3222.	Mr.C. J. Paul, Southern Regional Supervisor, Department of Public Works, 4020 Bowness Road, CALGARY, Alberta. Phone: 283 - 5526.
Physical Plant Mr. W. S. Davies, Director, Terrace Building, Edmonton, Alberta. Phone: 229 - 3485.	Mr. D. Lees, Physical Plant Manager, 4020 Bowness Road, Calgary, Alberta. Phone: 283 - 5527.
Inspection Service Mr. W. S. Davies, Director of Physical Plant, Terrace Building, Edmonton, Alberta. Phone: 229 - 3485	
Property Branch Mr. E. E. Wilson, Property Administrator, Terrace Building, Edmonton, Alberta. Phone: 229 - 3764	Refer to Property Administration, Edmonton, Alberta.
Attorney Generals Department	
Adult Probation Mr.G. L. McPherson, Superintendent, Adult and Juvenile Probation, 4th Floor, 10526 Jasper Avenue, Edmonton, Alberta. Phone: 429 - 4731.	Mr. R. D. Campbell, Assistant Superintendent, Juvenile Offenders and Probation Branch, John J. Bowlen Building, 620 - 7th Avenue S.W., Calgary, Alberta. Phone: 268 - 8558.
Department of Social Development	
Accounts Branch Mr.G. G. Shove, Accountant, Executive Building, Room 407, Extension 228. 109th Street Jasper Avenue, Edmonton, Alberta. Phone: 429-5411	
Public Assistance Branch, Mr. W. L. Casselman, Director, Executive Building, Room 511, 109th Street Jasper Avenue, Edmonton, Alberta. Phone: 429 - 5411, Extension 224.	
Gunn Welfare Centre: Mr. E. T. McCullough, Manager, Gunn, Alberta. Phone: 932 - 5787	
Youngstown Home: Mr. P. N. Bedel, Manager, Box #9, Youngstown, Alberta. Phone: 779 - 3920	

GOVERNMENT OF ALBERTA

EDMONTON

Department of Social Development

Halfway House,
Mr. R. P. Petersen, Supervisor,
10024 - 106th Street,
Edmonton, Alberta.
Phone: 424 - 7028.

Single Men's Hostel
Mr. B. M. Pound, Manager,
10014 - 105th A Avenue,
Edmonton, Alberta.
Phone: 424 - 6903.

Edmonton North Regional Office
Mr. R. G. Maxwell, Administrator,
10158 - 103rd Street,
Edmonton, Alberta.
Phone: 429 - 3311

Edmonton South Regional Office
Mr. Baldwin Reichwein, Administrator,
10455 - 80th Avenue,
Edmonton, Alberta.
Phone: 433 - 4411

Edmonton West Regional Office
Mr. A. P. Pearce, Administrator,
Centennial Mall,
170th Street and Stony Plain Road,
Edmonton, Alberta.
Phone: 484 - 7742

CALGARY

Mr. L. G. Dagg, Manager,
631 - 7th Avenue S. E.,
Calgary, Alberta.
Phone: 269 - 1921.

Calgary North Regional Office
Mr. H. Van der Pol, Administrator,
406 - 16th Avenue N. W.,
Calgary, Alberta.
Phone: 276 - 8181

Calgary South Regional Office
Mr. F. K. Wood, Administrator,
1300 - 8th Street S. W., 6th Floor,
Calgary, Alberta.
Phone: 265 - 7190

* * * * * * * * * * * * *

City of Edmonton

Social Service Department
Mr. D. K. Wass, Superintendent,
6th Floor, C. N. Tower,
Edmonton, Alberta.
Phone: 429 - 5171.

Local Board of Health
Dr. G. H. Ball, M.D.
7th Floor C.N. Tower,
Edmonton, Alberta.
Phone: 424 - 0211.

Police Department Headquarters
Chief Constable Sloane,
4 Sir Winston Churchill Square,
Edmonton, Alberta.
Phone: 429 - 1421.

Other Agencies

John Howard Society of Alberta
Mr. John Ramoutar, Executive Secretary,
201 - 10526 Jasper Avenue,
Edmonton, Alberta.
Phone: 429 - 5266

Marian Centre,
Mary McNamara, Director,
10528 - 98th Street,
Edmonton, Alberta.
Phone: 424 - 3544.

Edmonton Day Centre,
Mr. R. C. Cumming, Executive Director,
10628 - 96th Street,
Edmonton, Alberta.
Phone: 424 - 4368

City of Calgary

Mr. S. E. Blakely, Superintendent,
333 - 7th Avenue S. E.,
Calgary, Alberta.
Phone: 269 - 0251.

Dr. Leslie C. Allan, M.D.,
333 - 7th Avenue S. E.,
Calgary, Alberta.
Phone: 269 - 0110.

Chief Constable Kent,
316 - 7th Avenue S. E.,
Calgary, Alberta.
Phone: 262 - 5551.

Head Office:
Mr. D. C. S. Reid, Executive Director,
1104 - 9th St. S. W.,
Calgary, Alberta.
Phone: 245 - 4333

Mutchmor Place,
Mr. Douglas R. McLeod, Supervisor,
236 McKnight Boulevard N. E.,
Calgary, Alberta.
Phone: 274 - 6545.

Project Recovery,
Mr. Robert Townsend, Executive Director,
11252 - 88th Street,
Edmonton, Alberta.
Phone: 474 - 1616

August 5, 1970.

Mr. F. J. Gatto,
President,
Career Consultants of Alberta Ltd.,
610 -- 301 - 8th Avenue, S.W.,
CALGARY 2, Alberta.

Dear Mr. Gatto:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

It is intended that these lists should serve as background material for the:

(a) Development of an effective referral system for meeting the special needs of various categories of single transient men.

(b) Coordination of the Hostel Services with other social services and programs.

The exact manner in which referral to/coordination with these agencies is to be established, is as yet indeterminate. In some cases, direct referrals by the contractor might be preferable; in others, referrals might better be made through the Homes and Institutions Branch of the Department of Social Development. The details on referral/coordination procedures will have to be worked out between the contractor and the Department once the identity of the contractor is known, and operation of the hostel by the contractor has actually commenced.

The R,F,P. Management Group is contacting all departments and agencies which might conceivably be affected or interested in

..... /2

the R.F.P. Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh
Encls.

August 5, 1970.

Colonel A. G. Moulton,
Men's Social Service Secretary,
The Salvation Army,
20 Albert Street,
TORONTO 102, Ontario.

Dear Colonel Moulton:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

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the R.F.P. Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

P.M.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh
Encls.

cc: Captain Mel Bond,
Salvation Army,
8782 - 97 Avenue,
EDMONTON, Alberta.

cc: Captain Howard Nichol,
Salvation Army,
515 - 1st Street, S.E.,
CALGARY, Alberta.

August 5, 1970.

Mr. T. Chris Mikkelsen,
President,
Lutheran Welfare Society in Alberta,
1207 - 18th Street, N.W.,
CALGARY 42, Alberta.

Dear Mr. Mikkelsen:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

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the R.F.P. Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/rh
Encls.

cc: Mr. H. Mytroen,
Assistant Administrator,
Lutheran Welfare Society,
Bethany Auxiliary Hospital,
1918 - 8 Avenue, N.W.,
CALGARY, Alberta.

August 6, 1970

Mr. David King
9707 - 107 Street
EDMONTON, Alberta

Dear Mr. King:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

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The R.F.P. Management Group is contacting all departments and agencies which might conceivably be affected or interested in the R.F.P.

..... /2

Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/yh
Enclosures

cc: Reverend G. W. Spady
Superintendent
Bissell Centre
9560 - 103A Avenue
EDMONTON, Alberta

August 6, 1970

Mr. K. W. Munro
Vice-President
Canada Catering Co. Ltd.
5 Southvale Drive
TORONTO 17, Alberta

Dear Mr. Munro:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

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Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/yh
Enclosures

cc: Mr. T. W. A. Logan
Supervisor
Western Divisional Office
Canada Catering Co. Ltd.
10918 - 88 Avenue
EDMONTON, Alberta

WESTERN ALBERTA Produce Co.

OFFICE PHONE - GA 2-2947
OFFICE MANAGER GA 4-1645

PROCESSORS, PACKERS, DISTRIBUTORS AND EXPORTERS OF EGGS & POULTRY

HEAD OFFICE
10611 - 101st STREET
EDMONTON, ALBERTA

AUGUST 6, 1970.

MR. P. MANNING (CHAIRMAN),
M & M Systems Research Ltd.,
208 Confederation Building,
EDMONTON, Alberta.

Dear Sirs:

Please be informed, that we intend to make a formal comprehensive response to the R.F.P., concerning operations of a service for transient men in Edmonton and Calgary.

THANKING YOU,

SINCERELY,

URBAN HOUSE CO.,

Per:

A.A.D. RUBIN.

AADR/mr

August 7, 1970

Mr. A.A.D. Rubin
10611 - 101 Street
EDMONTON, Alberta

Dear Mr. Rubin:

This is to acknowledge receipt of your letter of August 6, 1970, advising of the intention of Urban House Co. to respond to R.F.P.'s No. 1 and 2.

Your participation in this endeavour is most welcome, and we look forward to receiving your proposals.

Yours sincerely,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/yh

August 7, 1970

Mr. C. Jack Thorpe
Manager
Scandinavian Management Services Ltd.
11913 - 134 Avenue
EDMONTON 30, Alberta

Dear Mr. Thorpe:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

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(a) Development of an effective referral system for meeting the special needs of various categories of single transient men.

(b) Coordination of the Hostel Services with other social services and programs.

The exact manner in which referral to/coordination with these agencies is to be established, is as yet indeterminate. In some cases, direct referrals by the contractor might be preferable; in others, referrals might better be made through the Homes and Institutions Branch of the Department of Social Development. The details on referral/ coordination procedures will have to be worked out between the contractor and the Department once the identity of the contractor is known, and operation of the hostel by the contractor has actually commenced.

The R.F.P. Management Group is contacting all departments and agencies which might conceivably be affected or interested in the R.F.P.

..... /2

August 7, 1970

Mr. A.A.D. Rubin
10611 - 101 Street
EDMONTON, Alberta

Dear Mr. Rubin:

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

It is intended that these lists should serve as background material for the:

(a) Development of an effective referral system for meeting the special needs of various categories of single transient men.

(b) Coordination of the Hostel Services with other social services and programs.

The exact manner in which referral to/coordination with these agencies is to be established, is as yet indeterminate. In some cases, direct referrals by the contractor might be preferable; in others, referrals might better be made through the Homes and Institutions Branch of the Department of Social Development. The details on referral/coordination procedures will have to be worked out between the contractor and the Department once the identity of the contractor is known, and operation of the hostel by the contractor has actually commenced.

The R.F.P. Management Group is contacting all departments and agencies which might conceivably be affected or interested in the R.F.P.

..... /2

Any comments or suggestions made by these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours truly,

PM.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/yh
Enclosures

August 14th, 1970.

MEMO

From: The Chairman,
Request for Proposals Management Groups,
208 Confederation Building,
Edmonton, Alberta.

To: All Prospective Respondents to RFP No. 2 (Calgary).

Attachments:

Please find enclosed the latest list of organizations and persons who have indicated their intention to respond to RFP's No's 1 and 2.

Meetings with Individual Respondents:

Mr. P. Manning will be in Calgary on Thursday, August 20th and Monday, August 24th, 1970. Mr. Manning will be available to meet individually with respondents to discuss the preparation of their proposal and to provide additional information which may be needed.

Appointments may be arranged by calling Mrs. Wish at the Premier's office, mezzanine floor, J. J. Bowlen Building, 620 - 7th Avenue S.W., Calgary. Telephone 268-8541.

Importance of Continuing Communication:

It is highly desirable that continuing communication be maintained between the respondents and the management group so as to ensure that no misunderstandings develop. It is, therefore, hoped that individual meetings can be arranged with each respondent and that these meetings will be mutually beneficial.

Additional Information:

The management group has collected some additional information which may be of use to respondents. These will be discussed with respondents making appointments for the 20th or the 24th of August.

The management group would also appreciate receiving from respondents:

(a) Copies of the annual reports and financial statement of their organization for the past three years.

(b) Names and brief biographies of the key persons involved in the preparation of their proposals and those who will be responsible for the implementation of their proposal, if accepted.

Receipt of this material as soon as possible (preferably at the meetings to be arranged for August 20th and 24th) will enable the management group to proceed immediately with the evaluation of the background and capabilities of the respondents.

August 7, 1970

Mr. H. K. Sabharwal
P.O. Box 5124, Station "E"
EDMONTON, Alberta

Dear Mr. Sabharwal:

This is to acknowledge receipt of your letter of July 30, 1970, advising of your intention to make submissions on behalf of self-help groups of transient men with respect to R.F.P. No. 1.

Your willingness to co-operate with other groups has been noted, and this fact will be communicated to the other respondents.

Please find enclosed:

(a) A list of Federal, Provincial, Municipal, and Private Departments and Agencies, which have a relation to the Provision of Services to Single Transient Men in the Province of Alberta.

(b) A list of names, addresses, and phone numbers of key contacts in these departments and agencies.

It is intended that these lists should serve as background material for the:

(a) Development of an effective referral system for meeting the special needs of various categories of single transient men.

(b) Coordination of the Hostel Services with other social services and programs.

..... /2

The R.F.P. Management Group is contacting all departments and agencies which might conceivably be affected or interested in the R.F.P. Any comments or suggestions made be these departments and agencies which might be relevant to respondents, will be passed on to you.

Yours sincerely,

P.M.

PRESTON MANNING,
Chairman,
Requests for Proposals,
Management Group.

PM/yh
Enclosures

August 19th, 1970.

Mr. George Jones,
Field Representative,
Family Allowances and Old Age Security,
1912 St. Georgia Street, S.W.,
Calgary, Alberta.

Dear Mr. Jones:

A short time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request For Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A management group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The management group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Development for a list of other Government Agencies which might be effected by any changes in the operation of the Calgary Hostel. As Field Representative of the Family Allowances and Old Age Security Program, your name was on this list.

On Monday, August 24th, at 9.00 a.m. there willbbe a short meeting at the Premier's Office, Messanine floor, J.J.Bowlen Building, 620-7th Avenue S.W., (Telephone 268-8541) to which you or a representative are cordially invited. The purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator to other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration, and an explanatory booklet describing this technique.

Yours sincerely,

PM.

Preston Manning, Chairman,
Request for Proposals Management Group.

August 10th, 1970.

Mr. T.D. Atkins,
District Director,
Veterans's Welfare,
Sam Livingstone Building,
510 - 12th Avenue, S.W.,
Calgary, 3, Alberta.

Dear Mr. Atkins:

A short time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request For Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Development for a list of other Government Agencies which might be effected by any changes in the operation of the Calgary Hostel. As District Director, Veteran's Welfare, your name was on this list.

On Monday, August 24th, at 9.00 a.m. there will be a short meeting at the Premier's Office, Mezzanine floor, J.J. Bowlen Building, 620 - 7th Avenue, S.W., (Telephone 268-3541) to which you or a representative are cordially invited. The purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator for other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration, and an explanatory booklet describing this technique.

Yours sincerely,

PM

Preston Manning, Chairman,
Request for Proposals Management Group.

August 10th, 1970.

Mr. C.D. Virtue,
Co-Ordinator of Vocational Training,
1003 John J. Bowlen Building,
620 - 7 Avenue, S.W.,
CALGARY, Alberta.

Dear Mr. Virtue:

A short time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request for Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Development for a list of other Government Agencies which might be effected by any changes in the operation of the Calgary Hostel. As Co-ordinator of Vocational Training, your name was on this list.

On Monday, August, 24th, at 9.00 a.m. there will be a short meeting at the premier's Office, Mezzanine floor, J.J. Bowlen Building, 620 - 7th Avenue, S.W. (Telephone 268-8541) to which you or a representative are cordially invited. the Purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator for other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration and an explanatory booklet describing this technique.

Yours sincerely,

PM

Preston Manning, Chairman
Request for Proposals Management Group.

August 19th, 1970.

Mr. Earl Stauffer, Manager,
Canada Manpower Centre,
Department of Manpower and Immigration,
1123 - 4th Street, S.W.,
Calgary, Alberta.

Dear Mr. Stauffer:

A short time ago, a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request for Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Development for a list of other Government Agencies which might be affected by any changes in the operation of the Calgary Hostel. As Manager, of Canada Manpower Centre, your name was on this list.

On Monday, August 24th, at 9.00 a.m. there will be a short meeting at the Premier's Office, Mezzanine floor, J.J. Bowlen Building, 620 - 7th Avenue, S.W., (Telephone 268-8541) to which you or a representative are cordially invited. The purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator for other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration and an explanatory booklet describing this technique.

Yours sincerely,

PM

Preston Manning, Chairman,
Request For Proposals Management Group

August 19th, 1970.

Miss Lynne Stratton,
Immigrant Patrication Program
Director, Y.W.C.A.,
223-12 Avenue S.W.
Calgary, Alberta.

Dear Miss Stratton:

A short time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request for Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the "RFP", to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Development for a list of other Government Agencies which might be affected by any changes in the operation of the Calgary Hostel. As Director, Y.W.C.A. your name was on this list.

On Monday, August 24th, at 9.00 a.m. there will be a short meeting at the Premier's Office, Mezzanine floor, J.J. Bowlen Building, 620 - 7 Avenue, SW., (Telephone 269-3541) to which you or a representative are cordially invited. The purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator for other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration and an explanatory booklet describing this technique.

Yours sincerely,

PM

Preston Manning, Chairman,
Request For Proposals Management Group.

August 19th, 1970.

Mr. E.D. Daggitt,
District Supervisor of the
Blackfoot Sarcee,
Blackfoot Stony Sarcee District,
401 Custom's Building,
Calgary, Alberta.

Dear Mr. Daggitt:

A short time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request for Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Developemtn for a list of other Government Agencies which might be affected by any changes in the operation of the Calgary Hostel. As District Supervisor of the Blackfoot Sarcee, Blackfoot Stony Sarcee District, your name was on this list.

On Monday, August 24th, at 9.00 a.m. there will be a short meeting at the Premier's Office, Mezzanine floor, J.J. Bowlen Building, 620 - 7 Avenue, S.W., (Telephone 268-8541) to which you or a representative are cordially invited. The purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator for other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration and an explanatory booklet describing this technique.

Yours sincerely,

PM

Preston Manning, Chairman,
Request for Proposals Management Group.

August 19th, 1970.

Dr. J.A. Maxwell,
Senior Treatment Officer,
Department of Veteran's Affairs,
Colonel Belcher Hospital,
12th Avenue, 4th Street, S.W.,
Calgary, Alberta.

Dear Dr. Maxwell:

A short time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the provision of Services to Single Transient Men to some organization or group in the non-governmental sector. A "Request For Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Roy Wilson, of Calgary, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group is anxious that the Single Men's Hostel Program be properly co-ordinated with the activities of other Departments and Agencies of Government. We consequently asked the Provincial Department of Social Development for a list of other Government Agencies which might be effected by any changes in the operation of the Calgary Hostel. As Senior Treatment Officer, Department of Veteran's Affairs, your name was on this list.

On Monday, August 24th, at 9.00 a.m. there will be a short meeting at the Premier's Office, Mezzanine floor, J.J. Bowlen Building, 620 - 7th Avenue, SW., (Telephone 268-8541) to which you or a representative are cordially invited. The purpose of this meeting will be:

1. To briefly discuss the Request for Proposals.

2. To receive any comments or suggestions which you or your representative might care to make to the Management Group or to the prospective respondents.

3. To discuss the question of referrals by the Hostel operator for other Government Agencies.

Please find enclosed a copy of the Request for Proposals for your consideration, and an explanatory booklet describing this technique.

Yours sincerely,

PM.

Preston Manning, Chairman,
Request for Proposals Management Group.

Canada

Department of Veterans Affairs | Ministère des Affaires des anciens combattants

Telephone (403) 264-1850.

Please quote no. / Citer le nº

Colonel Belcher Hospital,
1213-4th Street, S.W.,
Calgary 3, Alberta,
August 20, 1970.

Mr. Preston Manning,
Chairman, Request for Proposals
Management Group,
208-10355 Jasper Avenue,
Edmonton 15, Alberta.

Dear Mr. Manning:

Thank you for your booklet and pamphlet on request proposals concerning single transient men.

I would be very happy to attend your meeting but I am leaving Calgary tomorrow for Vancouver and will not be returning until the 26th. Dr. S. F. Herring, Assistant Director, has only returned and his time is completely taken up with work which will necessitate his continuing presence in the hospital.

We, here at the Colonel Belcher Hospital, are very interested in the proposals which you outline and it would be our wish to, wherever possible, to assist in some measure. The situation here, if I may describe it to you, is as follows:

We are essentially a treatment hospital but within the Department of Veterans Affairs complex we call upon such departments as D.V.A. Welfare, War Veterans Allowance, and our own Social Services for such social needs as the hospitalized veteran may have. We do have a very considerable number of men, both single and married, on our out-patient department strength who, from time to time, require such worthwhile assistance as your aims would propose. There are at times single men who upon discharge from hospital and are in the age bracket of work effort and who would benefit effectively by a continuing plan and supervision to get them back into the work stream. Certainly such opportunities as these would be welcome to both our Welfare and our Social Services Department. There are other transients who through circumstances come to the hospital for minor medical needs whom we would be happy to refer after a reasonable screening, to some such organization as you propose. I would suggest, however, the great majority of these are essentially drifters and over the years we have not

been effective in making them productive persons.

We do receive the transient, who through character disorder, psychiatric disability and alcoholism, cause us particular concern. We have no real effective means of either giving these people sufficient time and care and the Provincial Institution at P.M.H. is not at all anxious to receive them and we do the best we can but under an active treatment routine we realize that while our immediate care may be effective planning and future care of these men is not effective at all. I don't know how many of them could be diverted to the economic stream as far as work and productivity is concerned, but I certainly do know that we are unable to do a proper job with them.

I am passing a copy of this letter to Miss Laura M. Crealy, Director of Social Services in the hospital and to Mr. A. D. Atkins, Superintendent of Department of Veterans Affairs Welfare Services, who may agree or disagree with what I have stated and who may have further comment to make. I would hope that your invitation to me might be passed on to them and should they be able to believe that we as a D.V.A. entity can contribute to your proposals, that they will take the opportunity of doing so now.

Thank you very much for the courtesy of your letter and material and I wish you every success.

Yours sincerely,

J. A. Maxwell, M.D.,
Director.

JAM/S

cc. Miss Laura M. Crealy.
Mr. A. D. Atkins.

Department of Social Development
EXECUTIVE BUILDING · JASPER AVE & 109 ST · EDMONTON 14, ALBERTA

August 26th, 1970

Mr. E. Preston Manning,
General Manager,
M & M Systems Research Ltd.,
208 Confederation Building,
EDMONTON, Alberta.

Dear Mr. Manning:

Enclosed are answers to some of the questions placed by the Lutheran Welfare Society relative to the Calgary R.F.P.

I have dealt with these questions as far as I am able but some matters, it would seem, would have to be resolved after proposals are received.

Yours truly,

J. J. Watkins, Supervisor,
Single Men's Institutions.

JJW/sy

Enclosures

LUTHERAN WELFARE SOCIETY

Questions Relative to R.F.P. #2

1. Pension Plan

(a) Permanent employees under the Alberta Government Public Service Pension Plan. All employees under Canada Pension Plan.

Public Service Pension transferrable only to within the Provincial Government and Federal Government services.

Not to private sector.

(b) 5% of salaries.

2. Fringe Benefits

Life Insurance Group Plan (optional) - varying coverage based on salary up to $20,000.00 coverage. Government contribution 80¢ a month for each employee. Not transferrable.

General Illness

After the first three months of employment, leave of absence with pay in each year of employment is allowable on account of general illness, as follows:

(a) In the first year of employment: One day for each full month worked, up to a total of six work days, with full pay;

(b) In the second year of employment: Not more than two weeks with full pay;

(c) In the third, fourth and fifth years of employment: Not more than four weeks with full pay, and not more than nine weeks with half pay;

(d) In the sixth to tenth years of employment: Not more than thirteen weeks with full pay, and not more than thirteen weeks with half pay;

(e) In the eleventh to fifteenth years of employment: Not more than thirteen weeks with full pay, and not more than thirty-nine weeks with half pay;

(f) In the sixteenth to twentieth years of employment: Not more than twenty-six weeks with full pay, and not more than twenty-six weeks with half pay;

(g) In the twenty-first and subsequent years of employment: Such leave as is provided by clause (f) or, at the discretion of the Lieutenant Governor in Council, up to fifty-two weeks with full pay.

Others

One half of Alberta Health Care Insurance is paid by Government for eligible employees.

3. Salaries & Wages

(a) Would the lump figures shown on the expenditure and budget statements include the employer position of fringe benefits, including pension, etc?

Answer: No.

(b) These are casual part time employees paid a monthly rate. Rate includes room and board and meets the minimum wage requirements. These employees are part of Public Assistance program.

4. Food

(a) See attached monthly costs January 31st, 1969 to April 30th, 1970.

(b) 10% increase for 1970-71.

5. Repairs and Maintenance Costs

LUTHERAN WELFARE SOCIETY

Questions Relative to R.F.P. #2

6. Sundry

Low Figures - These are due to the fact that the Hostel was opened in the fall of 1968. Brand new building and equipment, consequently replacement items kept to minimum.

RE: V - At present the Doctor's bills not covered by the Alberta Health Care Insurance Commission are paid direct by our Accounts Branch and this also applies to dental accounts.

(l) Insurance Premiums

(ll) Telephone & Telegraph - Telephone only. Rate of $75.00 a month rental. Social Development - long distance calls.

LUTHERAN WELFARE SOCIETY

Questions relative to R.F.P. #2

FINANCIAL

1) Pension Plan (Hospital Division
Dept. of Social Developement
Dept. of Public Works)

a) Re - present hostel employees
Are they under the same plan as hospital staff and would the pension be transferable?

b) What was the Employer cost of such contributions for 1969/70?

2) What are the present fringe benefits - such as -
Life Insurance group plan
Sick leave credits
Other?

3) Salaries & Wages

a) Would the lump figures shown on the expenditure and budget statements include the employer position of fringe benefits, including pension, etc?

b) On part-time, casual and others (included in the cost figures), could we get -

i) the paid hours?
ii) rate per hour?

4) Food

a) Are the following cost factors available for 1969/70 and the projection for 1970/71 -
the cost per meal or per meal day?

b) If the budget figure (projected cost) for 1970/71 is not available would the estimated number of meals or meal days be available?

5) Repairs & Maintenance costs

Normal repairs and maintenance costs are of course in the budget, however, if a sizeable breakdown is experienced what would the position of the contractor be?

6) Sundry

Cost figures for 1969/70 for same items appears very low or unclear as to why, and any information on such items would be appreciated - namely -

Re: Dept. of Social Development

i)	Crockery and cutlery	$ 61.46
ii)	Linen and Toweling	6.47
iii)	Pharmaceutical	26.96
	and Pharmaceutical (under DPW)	529.75
iv)	Printing	53.37
v)	Surgical, Medical and Dental	23.46

Re: v) -
How are these costs handled with doctors & Dentists?

6) Cont.

Re: Dept. of Public Works

1) Insurance Premiums $556.00

Would insurance coverage be required by the Contractor on Contents and Public Liability, with the Gov't covering boilers (that is building service equipment) and building?

11) Telephone & Telegraph 900.00
Also, under Dept. of Social Development 204.29

Is this for telephone only or for teletype or telex or other?

OTHER THAN FINANCIAL

1) a) Rental of - Building
- Building Service Equipment
- Major Equipment
- Minor Equipment

In the case of replacement requirements of equipment (Major or Minor, etc.) what is the general approach or feeling of the Government?

b) Lease forms - are any copies available?

2) Information and clarification on the following would be appreciated -

1) The successfeul bidder will be required to post a performance bond annually, equal to 50% of the operating budget for the ensuing year.
Would a letter of credit from the Bank meet this requirement?

11) The terms "Added Service" and "Achieving the objectives more cost effectively" are very significant and any further information or guidance as to what may be expected, in this regard, would be appreciated. Also any comments on "Bonus" and "Penalties" would be welcomed.

FOOD COST SUMMARY (does not include services) - CALGARY HOSTEL

and HOSPITAL FOOD COSTS PER INDICES (DEPT. OF PUBLIC HEALTH)

HOSTEL (Calgary)	Meals	Cost	Unit cost per meal	Unit cost per Meal day
1969/70 Meals served	122,934	$28,234.23	.23¢	.69¢

53

HOSPITALS (per indices)

1969 (year)	92¢ to $ 1.05
1970 (Jan. to March)	91¢ to $ 1.08

August 29th, 1970.

Dr. F. T. Ball, M.D.,
7th Floor,
C.N. Tower,
Edmonton, Alberta.

Dear Dr. Ball:

Some time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the operation of the Single Men's Hostel Program to some organization or group in the non-governmental sector. A "Request For Proposals" was prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Jim Bateman, Mr. Jack Watkins of the Department of Social Development, and myself was formed to advertise and distribute the RFP, to provide additional information to prospective respondents, to evaluate the proposals received, and to make a recommendation to the Minister.

The Management Group has also undertaken to contact other levels and departments of Government which may be interested in or affected by any changes in the operation of the Hostel. On July 20th, I met with Dr. Gillespie of the Board of Health. He reviewed the RFP and made a number of helpful suggestions.

It is my understanding that:

1. The Edmonton Board of Health would be willing to assist the Department of Social Development in monitoring the Hostel operation, by periodically inspecting the operation from a health and sanitation standpoint.

2. The Edmonton Board of Health is concerned about the indidence of T.B. among hostel clients, and would be willing to co-operate with the hostel operator in providing T.B. testing services.

To date it appears that we will receive proposals to operate the Hostel from six organizations. These proposals are to be evaluated

... 2

by the end of September, and it is hoped that the successful respondent will be able to take charge of the Hostel by November 1st. We shall keep you informed of developments, and should probably meet with yourself or Dr. Gillespie in late September to discuss inspection procedures and T.B. testing services in detail.

Please find enclosed a copy of the Request For Proposal for your own files.

Yours sincerely,

PM

Preston Manning

Enclosure

August 31st, 1970.

Mr. K. Wolstenholme,
Manager,
Imperial Bank of Commerce,
Ponoka, Alberta.

Dear Mr. Wolstenholme:

Some time ago a decision was made by the Minister of Social Development of the Province of Alberta to investigate the prospects of "contracting out" the operations of the Single Men's Hostel Programs in Edmonton and Calgary to interested and qualified organizations in the non-governmental sector. "Requests For Proposals" were prepared stating the objectives to be achieved and the guidelines to be followed in the provision of the required services. A Management Group consisting of Mr. Jack Watkins of the Department of Social Development, Mr. Roy Wilson of Calgary, Mr. Jim Bateman of Edmonton, and myself, was formed to advertise and distribute the RFP's, to provide additional information to prospective respondents, to evaluate the proposals received, and to make recommendations to the Minister.

The Management Group has also undertaken to contract other departments and agencies of Government which may be interested in or affected by any chantes in the operation of the Hostels. This includes the old division of Alcoholism and the new Alberta Alcoholism and Drug Abuse Commission.

As you know, alcoholism is a major problem on skid row and a major problem for many of the people utilzing the Provincial Hostels. Respondents to our Requests For Proposals are being asked to suggest procedures and methods for coming to grips with this problem more effectively than in the past.

Talks have been held with Mr. Jack Matheson of the old division of Alcoholism on this subject. He has suggested that the resource person might be made available to the Hostels to assist in the classification of persons with alcohol problems. It has also been suggested that rehabilitative programs might be conducted utilizing

..2

the hostel facilities. More generally, it is hoped that the simultaneous reorganization of the hostel program, and the alcoholism division, may result in a more effective approach to the alcohol problems of skid row.

Please find enclosed:

1. Copies of the Requests for Proposals for the operation of a service for single transient men in Edmonton, and Calgary.

2. Copies of memos prepared by Mr. Matheson on this subject.

The main purposes of this letter are:

1. To advise you that changes are being made in the hostel program, which will be of interest to the alcoholism commission.

2. To provide you with relevant background information.

3. To advise that any comments or suggestions which you would care to make concerning relations between the hostel operators and the alcoholism commission would be most welcome.

It is my hope that we might be able to get together sometime in the near future to discuss these matters in detail. Perhaps a meeting could be arranged on your next visit to Edmonton.

Wishing you every success in your new position, I am,

Yours sincerely,

PM

Preston Manning

Enclosures

August 31st, 1970.

Mr. H. K. Sabharwal,
P.O. Box 5142,
Station E,
Edmonton, Alberta.

Dear Mr. Sabharwal:

Please find enclosed a list of the organizations which have indicated that they will be making formal and comprehensive responses to our Request for Proposals. I have informed each of these groups of your interest in consulting on their proposals, particularly with respect to representing the "self-help" concept.

Please also find enclosed a memo containing additional information.

Yours sincerely,

PM

Preston Manning

Enclosures

August 31st, 1970.

Mr. Randall Odnokon,
Single Men's Hostel,
10014 - 105A Avenue,
Edmonton, Alberta.

Dear Mr. Odnokon:

Please find enclosed a list of organizations which have indicated that they will be making formal and comprehensive responses to our Request For Proposals concerning the operation of the Single Men's Hostel.

I have mentioned your name to each of these groups, and have informed them of your interest in working out a better method for dealing with alcoholics.

Yours sincerely,

PM

Preston Manning

Enclosure

August 31st, 1970.

MEMO

From: The Chairman,
Requests For Proposals Management Groups,
208 Confederation Building,
Edmonton, Alberta.

To: All Respondents to RFP's Nos. 1 and 2.

Concerning: Additional Information.

Treatment of Alcoholism:

Mr. J. P. Matheson, Director, Division of Alcoholism, Department of Health, Province of Alberta, has indicated:

1. That the Division would be able to make a resource person available to assist the successful respondent in classifying persons with alcohol problems.

2. That the formation of the new Alberta Alcoholism and Drug Abuse Commission presents a timely opportunity to develop more effective approaches to the treatment of alcoholism in Alberta. The Chairman of the new Alcoholism Commission is Mr. K. Wolstenholme, Ponoka, Alberta.

Local Boards of Health:

The Edmonton and Calgary Boards of Health will be involved in the monitoring of the hostel operations from a health and sanitation standpoint. Discussions between the management group, Dr. J. C. Gillespie (Edmonton Board of Health), and Dr. L. C. Allan (Calgary Board of Health) disclose:

1. That the incidence of T.B. is fairly high among those utilizing the Hostel services.

2. That both Boards of Health would be willing to co-operate with the successful Respondent in providing T.B. testing services for those utilizing the Hostels.

City Police Departments:

City Police Departments in both Edmonton and Calgary have been contacted with respect to the RFP's. Both Departments advise:

1. That they are willing to co-operate with the successful Respondent in every way possible.

2. That the Contractor should not attempt to perform any police functions himself.

Services Offered:

The following individuals have offered to make their ideas and services available to prospective Respondents in the preparation of various aspects of their Proposals:

1. Mr. Randall Odnokon
   Single Men's Hostel,
   10014 - 105A Avenue,
   Edmonton, Alberta.

   Mr. Odnokon has a Proposal for a more effective way of treating alcoholics which he would like to discuss with prospective Respondents.

2. Mr. H. K. Sabharwal, Consultant,
   P.O. Box 5124,
   Station E,
   Edmonton, Alberta.

   Mr. Sabharwal is a consultant and social work co-ordinator with the World University Organization. He is willing to contribute ideas on the self-help aspect of rehabilitation to prospective Respondents.

Deadlines:

Respondents are reminded that Proposals must be submitted in quadruplicate, prior to 4:00 p.m., on the day of September 10th, 1970, to the Chairman, Requests For Proposals Management Group, Room 322, Legislative Building, Edmonton, Alberta.

Oral Presentation:

In addition to submitting their written Proposals to the Management Group, Respondents will be asked to make an oral presentation of their Proposals to a general meeting to which transients will be invited. The purpose of this meeting will be to allow those most affected by any changes in the Hostel Program, to hear what is being proposed and to ask questions. This meeting will be held sometime after September 10th.

Respondents will also have an opportunity to meet privately with the Management Group, during the evaluation period, to discuss their written submissions.

Information Required:

The Management Group wishes to receive from each Respondent, as soon as possible, the following:

1. Copies of the Annual Reports and Financial Statements of their organization for the past three years.

2. Names and brief biographical sketches of the key persons involved in the preparation of their Proposals, and those who will be responsible for the implementation of their Proposal if accepted.

Attachments:

Please find enclosed:

1. An Act Respecting the Alberta Alcoholism and Drug Abuse Commission.

2. A Memorandum from Mr. J. P. Matheson, Director, Division of Alcoholism, concerning services available to the Single Men's Hostels.

3. A copy of the Brief submitted by the Division of Alcoholism to the O'Byrne Commission.

4. A copy of a Brief submitted to the Human Resources Development Authority on the provision of services to single unemployed men.

THE SALVATION ARMY
Public Relations Department

Erik Wickberg
General

Commissioner Clarence D. Wiseman
Territorial Commander

Room 601 — Imperial Bank Building
9990 Jasper Avenue
EDMONTON, ALBERTA

William Booth
Founder

Telephone
422-7652

September 3, 1970

Advisory Board

H. R. MILNER, Q.C.
Hon. Chairman

R. W. CHAPMAN
Chairman of the Board

CAPTAIN MEL BOND
Secretary

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HON. MR. JUSTICE E. W. S. KANE
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J. LOGAN SUTHERLAND
T. S. A. SUTHERLAND
WM. S. ZIEGLER

The Chairman,
Requests for Proposals Management Groups,
208 Confederation Building,
Edmonton, Alberta.

Dear Sir: Fenton

I felt that the hour spent together recently discussing various aspects of the Edmonton R.F.P. was most informative, especially, in view of the fact that our proposal is being prepared in Toronto. You can be assured that I have conveyed this necessary information.

I acknowledge receipt of the following from your office:

1. An Act Respecting the Alberta Alcoholism and Drug Abuse Commission.

2. A Memorandum from Mr. J. P. Matheson, Director, Division of Alcoholism, concerning services available to the Single Men's Hostels.

3. A copy of the Brief submitted by the Division of Alcoholism to the O'Byrne Commission.

4. A copy of a Brief submitted to the Human Resources Development Authority on the Provision of services to sirgle unemployed men.

I learned from your office that copies of this material have been forwarded to Colonel A. G. Moulton, therefore, I will leave the necessary response to the Colonel.

Thank you for keeping me informed.

Yours sincerely,

(Mel Bond) Captain
Public Relations Officer

p.s. Please direct future correspondence to the address on the top of this letterhead.

Lutheran Welfare Society IN ALBERTA

OPERATING Bethany Auxiliary Hospitals

Ph. 289-2531

1918 - 8th Avenue N.W.
Calgary 42, Alberta

Sept. 4, 1970

The Chairman
Requests for Proposals Management Group
Room 322, Legistative Building,
Edmonton, Alberta

Dear Sir:

Reference R.F.P. # 2

Enclosed herewith are the following documents:

1) Our proposal for the Single Men's Hostel, Calgary, including thereto -

   Appendix A - Brochure on Bethany Chronic Hospital (Now Bethany Auxiliary Hospitals)

   Appendix B - Counselling, Guidance and Consulting Services.

   Appendix C - Financial (Budget)

   Appendix D - House Rules

2) Copies of Annual Reports and Financial Statements for the past three years.

3) Names and biographical summaries of Board Members.

4) Bid Bond (see enclosed letter)

Respectfully submitted,

E. H. Dreen (Vice Presidin

for Mr. T.C. Mikkelsen
President, Lutheran
Welfare Society in Alberta

TCM/ca

Lutheran Welfare Society IN ALBERTA

OPERATING Bethany Auxiliary Hospitals

Ph. 289-2531

1918 - 8th Avenue N.W.
Calgary 42, Alberta

September 4, 1970

The Chairman,
Requests For Proposals Management Groups,
208 Confederation Building,
Edmonton, Alberta

Dear Sir:

Reference - Bid Bond

Please be advised in regard to the request for a Bid Bond along with the Proposal for R.F.P. #2, (Single Men's Hostel, Calgary) that we have been advised by Canadian Surety Company that they are unable to issue the preliminary Bid Bond due to the fact that the specifications on the Performance Bond have not yet been established. It is our understanding that others interested in the R.F.P. proposal are having similar difficulties with the Bid Bond.

We feel that when particulars are released on the Performance Bond requirements that our Society would have no difficulty in obtaining same.

Any further direction on the above matter would be most appreciated. We will do our utmost to meet your requirements. Thank you.

Respectfully submitted

Vice President

Mr. T.C. Mikkelsen
President Lutheran Welfare
Society in Alberta

HEM/de

September 11th, 1970.

Mr. T. C. Mikkelsen,
President,
Lutheran Welfare Society in Alberta,
1918 - 8th Avenue, N.W.,
Calgary 42, Alberta.

Dear Mr. Mikkelsen:

This is to acknowledge receipt of your proposal to operate the Single Men's Hostel program at Calgary.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Calgary on September 17th.

Yours sincerely,

Preston Manning,
Chairman, Request For Proposals
Management Group.

cc. Mr. H. Mytroen,
Bethany Auxiliary Hospital,
1918 - 8th Avenue, N.W.,
Calgary, Alberta.

ANY REPLY OR SUBSEQUENT REFERENCE TO THIS COMMUNICATION SHOULD BE ADDRESSED TO THE CHIEF CONSTABLE AND NOT TO ANY OFFICER BY NAME

YOUR FILE_____

OUR FILE_____

The City of Edmonton

"THE HEART OF CANADA'S GREAT NORTH WEST"

Police Department

EDMONTON 15, ALBERTA 8 September 1970

M. & M. Systems Research Ltd.,
208, 10355 - Jasper Avenue,
EDMONTON, Alberta.

ATTENTION: Mr. Preston MANNING

Dear Sir:

Re: Operation of Single Men's Hostel Program.

1. I thank you for your correspondence of 20 August 1970, advising of contemplated changes in the operation of the Single Men's Hostel.

2. At this time we have no comments or suggestions to offer, other than those put forward by Staff Inspector McNICOLL and Inspector BURNS on the occasion of their recent meeting with your management group.

Yours truly,

K. MURRAY,
DEPUTY CHIEF CONSTABLE.

for - F. E. SLOANE,
CHIEF CONSTABLE.

Telegraphic Address
"Salvation"
Telephone 362-1071

THE SALVATION ARMY

WILLIAM BOOTH
Founder
ERIK WICKBERG
General
CLARENCE D. WISEMAN
Commissioner

HEADQUARTERS FOR CANADA AND BERMUDA
20 ALBERT STREET, TORONTO 102, ONTARIO.

September 8, 1970

Mr. Preston Manning, Chairman
M. & M. Systems Research Ltd.
208 Confederation Building
EDMONTON, Alberta

Dear Sir:

Enclosed herewith please find documents of contract in connection with the offer to lease and operate the Government Hostels for single transient men situated in the cities of Edmonton and Calgary.

It is our hope that over the next few days we will have the opportunity to sit down and discuss our written submission in detail. We shall await word of notification of the date and time of this particular meeting at our mutual convenience.

Thank you for every courtesy.

Yours sincerely,

Arthur G. Moulton

(Arthur G. Moulton)
Colonel
MEN'S SOCIAL SERVICE SECRETARY

AGM/rt

Encl.

September 11th, 1970.

Colonel Arthur C. Moulton,
Men's Social Service Secretary,
The Salvation Army,
Headquarters for Canada and Bermuda,
20 Albert Street,
Toronto 102, Ontario.

Dear Colonel Moulton:

This is to acknowledge receipt of your proposals to operate the Single Men's Hostel program at Edmonton and Calgary.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Edmonton on Wednesday, September 16th, and for Calgary on Thursday, September 17th.

Yours sincerely,

P.M.

Preston Manning,
Chairman, Request For Proposals
Management Group.

cc. Captain Mel Bond,
Public Relations Officer,
The Salvation Army,
9611 - 102nd Avenue,
Edmonton, Alberta.

cc. Captain H. Nichol,
515 - 1st Street, S.E.,
Calgary, Alberta.

SCANDINAVIAN MANAGEMENT SERVICES LTD.

HEAD OFFICE:
11913 - 134 AVE.
EDMONTON 30, ALBERTA
PHONE 453-3495, 453-3496

September 10th, 1970.

The Chairman,
Requests for Proposals Management Group,
Room 322 - Legislative Building,
Edmonton, Alberta.

Dear Sir:

The attached presentation contains confidential financial and personal information. This is submitted to you that this is not for publication beyond the committees considering this proposal.

permission obtained to place material in Prov. Library.

Yours very truly,

C. Jack Thorpe,
MANAGER.

CJT/ag

September 11th, 1970.

Mr. C. Jack Thorpe,
Manager,
Scandinavian Management Services Ltd.,
11913 - 134th Avenue,
Edmonton 30, Alberta.

Dear Mr. Thorpe:

This is to acknowledge receipt of your proposal, to operate the Single Men's Hostel program at Edmonton.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Edmonton on Wednesday, September 16th.

Yours sincerely,

P.M.

Preston Manning,
Chairman, Requests For Proposals
Management Group.

Edmonton Day Centre

10628 - 96th Street Phone 424-4368
EDMONTON, ALBERTA

September 10, 1970.

The Chairman,
Request for Proposals Management Group,
Room 322, Legistative Building,
Edmonton, Alberta.

Dear Sir:

Please find enclosed our Proposal, in quadruplicate, to R.F.P. No. 1.

At a meeting of the Board of Directors held at the Centre on Tuesday, September 8th, 1970, it was unanimously agreed that the proposal be endorsed, as written, and submitted to you, for your consideration.

We will look forward to receiving your reaction to our statement.

Sincerely,

Alex Campbell

Alex Campbell,
President.

Enc.

September 11th, 1970.

Mr. Alex Campbell,
President,
Edmonton Day Centre,
10628 - 96th Street,
Edmonton, Alberta.

Dear Mr. Campbell:

This is to acknowledge receipt of your proposal, in quadruplicate, to operate the Single Men's Hostel program at Edmonton.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Edmonton on Wednesday, September 16th.

Yours sincerely,

P.M

Preston Manning,
Chairman, Requests For
Proposals Management Group.

cc. Mr. R. C. Cumming,
Executive Director,
Edmonton Day Centre,
10628 - 96th Street,
Edmonton, Alberta.

TELEPHONE 288-1730

BARRIE I. STRAFFORD & ASSOCIATES LTD.
4628 MONTGOMERY BOULEVARD
CALGARY 45, ALBERTA

September 10th 1970.

The Chairman,
Request for Proposals Management Group,
Room 322,
Legislative Building,
EDMONTON, Alta.

Dear Sir,

Enclosed herewith, for your consideration, are four copies of our response to your Requests for Proposals No's. 1 and 2.

We trust you will find our proposal attractive and invite further discussions as to it's merit.

You will note that we have not submitted a bond as was requested - one company has refused any bond for this type of proposal and another has indicated lack of interest. We feel that when an actual contract form has been prepared any necessary bonding will be available. In the meantime, should our proposal be attractive to you, we will be prepared to submit to you all the financial documents you may require to satisfy yourselves that we have the necessary financial strength you require. Enquiries through the normal channels will satisfy you as to our integrity, ability and desire.

Yours very truly,
BARRIE I. STRAFFORD and ASSOCIATES LTD.,

B. I. Strafford

(B. I. Strafford).

BIS/ar.

September 11th, 1970.

Mr. D. I. Strafford,
President,
Dennie I. Strafford & Associates Ltd.,
4628 Montgomery Boulevard,
Calgary 45, Alberta.

Dear Mr. Strafford:

This is to acknowledge receipt of your proposals to operate the Single Men's Hostel program at Edmonton and Calgary.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Edmonton on Wednesday, September 16th, and for Calgary on Thursday, September 17th.

Yours sincerely,

PM.

Preston Manning,
Chairman, Request For Proposals
Management Group.

cc. Mr. A. L. Owen

Bissell Centre
UNITED CHURCH OF CANADA

OFFICE:
9560 - 103A AVENUE
EDMONTON, ALBERTA
PHONE 424-2471

September 10, 1970.

Chairman, Request for Proposals Management Group,
Room 322 - Legislative Building,
EDMONTON, Alberta.

Dear Sir:

RE: Response to R.F.P. No. 1,
Single Men's Hostel, Edmonton

We are forwarding herewith four copies of our response to your Request for Proposals for the operation of the Single Men's Hostel, Edmonton, together with the following statement qualifying our submission at this time.

Bissell Centre Board, following an earnest examination of the challenge posed by the operation of the Hostel, has concluded that in its view both the nature of the problems and any likely solutions, are radically different from those presupposed by the Government. We emphasize this in Section 1 of our reply, and therefore, submit our findings in the form of a draft only. We do this reluctantly but with the strong conviction that the vast social problem reflected by this segment of society cannot be solved by a hurriedly devised program for the operation of the Hostel. Furthermore, we respectfully suggest it is an unrealistic assessment of the situation to assume that any private agency could formulate a thorough and meaningful operational program within the time schedule allowed. For us it would not be possible before March 1971. We therefore submit the attached proposals as an interim working document, in the hope that it may be helpful to both the Government and the successful respondent, with the assurance that Bissell

Centre is ready, either individually or in cooperation with any other agency, to make available its resources of experience and personnel in the continuing search for the healing of the total man.

Respectfully submitted,

GEORGE W. SPADY,
Superintendent.

GWS/rw

September 11th, 1970.

Mr. George W. Spady,
Superintendent,
Bissell Centre, United Church of Canada,
9560 - 103A Avenue,
Edmonton, Alberta.

Dear Mr. Spady:

This is to acknowledge receipt of your proposal to operate the Single Men's Hostel program at Edmonton.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Edmonton on Wednesday, September 16th.

Yours sincerely,

P.M.

Preston Manning
Chairman, Requests For Proposals
Management Group

CC. Mr. David King,
9707 - 107th Street,
Edmonton, Alberta.

September 11th, 1970.

Mr. J. T. Lowery,
Chairman,
Calgary Social Concerns Society,
#212, 813 - 8th Avenue, S.W.,
Calgary 2, Alberta.

Dear Mr. Lowery:

This is to acknowledge receipt of your proposal to operate the Single Men's Hostel program at Calgary.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Calgary on September 17th.

Yours sincerely,

P.M.

Preston Manning,
Chairman, Request For Proposals
Management Group.

September 11th, 1970.

Mr. A. A. D. Rubin,
Urban House Co.,
10611 - 101st Street,
Edmonton, Alberta.

Dear Mr. Rubin:

This is to acknowledge receipt of your proposals to operate the Single Men's Hostel program at Edmonton and Calgary.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Edmonton on Wednesday, September 16th, and for Calgary on Thursday, September 17th.

Yours sincerely,

PM.

Preston Manning,
Chairman, Request For Proposals
Management Group.

September 11th, 1970.

Mr. Jack A. King,
President,
Persona Care Limited,
214 Blow Building,
Calgary, Alberta.

Dear Mr. King:

This is to acknowledge receipt of your proposal to operate the Single Men's Hostel program at Calgary.

The management group will be commencing immediately to evaluate the proposals received, and will be in contact with respondents at the first of next week to arrange meetings for the discussion of their proposals. It is hoped that these meetings can be scheduled for Calgary on September 17th.

Yours sincerely,

P.M.

Preston Manning,
Chairman, Request For Proposals
Management Group.

EDMONTON SOCIAL PLANNING COUNCIL

SOCIAL PLANNING • RESEARCH • CO-ORDINATION

. . . for health, welfare and recreation services in Edmonton and District

J. H. DONAHUE
PRESIDENT

10182-103 STREET
TELEPHONE 424-0331

WELFARE INFORMATION
SERVICE 429-6227

September 16, 1970.

The Honorable R. Speaker,
Minister of Social Development,
Government of Alberta,
Room 322,
Legislative Building,
Edmonton, Alberta.

Dear Mr. Speaker:

We are enclosing a number of documents of the Council's position related to the situation of single homeless men in the City of Edmonton.

We ask that these receive your immediate and earnest consideration. Members of our organization would be pleased to discuss any aspect or expand on any of these documents at your request.

Yours very truly,

J. H. Donahue,
President.

JHD/rf

EDMONTON SOCIAL PLANNING COUNCIL.

TELEPHONE: 424-4458

HUMANS ON WELFARE
SOCIETY

ROOM 500,
AGENCY BLDG.,
EDMONTON, ALTA.

Honorable Raymond Speaker
Minister of Social Development
Legislative Building
Edmonton, Alta.

Dear Mr. Speaker:

You will find attached our Position Paper in regards to the RFP and the Transient Men Hostel.

We are disappointed that the Government, in its approach to solving the hostel problem, has chosen to give only token attention to the concerns and attention of our members who include the men from the hostels.

It is our desire to assist you in every way to develop better methods, but our people will no longer be satisfied with meaningless meetings or vague promises. We therefore hope that in the interest of everyone, you will participate in the TEACH-IN tomorrow night to which you have been invited.

Yours respectfully,

John McNamara
Executive Director

John McNamara

JM/gs
C.C. (1) Mr. P Manning
chairman
RFP Management Committee

(2) News Release

TELEPHONE: 424-4458

HUMANS ON WELFARE SOCIETY

ROOM 500,
AGENCY BLDG.,
EDMONTON, ALTA.

A Self-Help and Social Action Non-Profit Organization

POSITION PAPER

Re: TRANSIENT MEN, R.F.P., and HOSTELS

1. Inasmuch as labor unions are recognized bargaining agents to protect the rights and welfare of workers; H.O.W. declares its constitutional rights to represent transient men on welfare assistance and to protect their rights and general welfare.
2. The present objectives and guidelines of the Alberta Government's "Request For Proposal" are unacceptable to H.O.W. Some of the more cogent reasons have been stated in two previous submissions to the Minister, Department of Social Development and the Chairman, R.F.P. Management Committee.
3. The R.F.P. Management Committee is requested to recommend the following to the Minister, Department of Social Development:
   (a) That present bids be cancelled.
   (b) That new objectives and guidelines be formulated by an enlarged R.F.P. Management Committee.
   (c) That the R.F.P. Management Committee be enlarged to include a a representative each from Humans on Welfare Society, Alberta Human Rights Association, Edmonton Social Planning Council, Edmonton and District Labor Council, and Coalition for Development; and that these representatives be named by each organization.
   (d) That R.F.P. be resubmitted for bids only after the new objectives and the new guidelines have been given, prior general approval by the transient men and then by the enlareged ManagementCommittee.
4. Failure by the present R.F.P. Management Committee to make the aforementioned recommendations to the Minister; or failure of the Minister to act according to these recommendations, will constitute a denial of basic rights, needs, and freedom of choice to transient men and welfare recipients, and the general public alike.
5. Such denial can only evoke the following reaction and possible action from Transient Men and H.O.W. members, and H.O.W. supporting organizations and individuals:
   (a) An increase in dissatisfaction in the Government of Alberta generally, and specifically in the Department of Social Development, for not administering to the needs, rights and freedom of the people.
   (b) Increasing doubts as to the benefits, and possible all-out opposition to the overall R.F.P. concept in regards to social services.
   (c) An immediate wide scale campaign of"Teach-ins" and "Shopping Centre Information Booths" to inform the public of the misguided objectives of the R.F.P. (#1)
   (d) A simultaneous campaign in all possible media to inform the public of the true identity, needs and desires of the transient men and how they can be met, to serve the interests of the public as well as that of the men themselves.
   (e) Court injunctions to prevent the contracting out of hostel services or to prevent any contractors from proceeding with any such contract.
   (f) Assistance and support to be given to the men for demonstrations.
   (g) Any other action deemed advisable by H.O.W., the men or supporting organizations and individuals.

This Position Paper released by the authority of the Board of Directors of the Humans on Welfare Society, this 22nd Day of September 1970.

John McNamara

John McNamara
Executive-Director

September 30th, 1970.

Honourable R. A. Speaker,
Minister of Social Development,
Government of the Province of Alberta,
322 Legislative Buildings,
Edmonton, Alberta.

Dear Mr. Speaker:

With respect to a submission presented to you by the Humans on Welfare Organization on September 16th re: The RFP Concept and RFP No. 1, the following comments should answer the main questions raised:

1. The only way to really tell whether the RFP concept can lead to social, economic, and administrative benefits is to try it. This is exactly what we are endeavouring to do with RFP's Nos. 1. and 2. Arguments such as those raised on the first page of the HOW submission are interesting, but many knowledgeable people argue precisely the opposite.

2. The objectives of RFP No. 1 do not emphasize "maintenance" over "development or rehabilitative measures". Only two of the objectives deal with "maintenance" (basic services such as meals and accommodation). The other three objectives are wholly developmental (classification, meeting of special needs, and research leading to better services). There is no significance to the order of the objectives as listed in the RFP, and this has been made quite clear to all respondents on a number of occasions.

3. Only two meals per day were called for in the Edmonton RFP, because at present the Marian Centre is providing a noon meal. If more money is to be spent on the Edmonton hostel service, the question is whether it should be spent in the "maintenance area" (providing another meal), or in some better way. The Management Group has no fixed opinions on this point, and made it clear that we were prepared to consider alternative proposals. A number of the respondents did suggest provision of a third meal at the hostel.

4. Under the RFP concept, a monitoring system would be established

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to ensure that the goals of the RFP are attained and that the guidelines are respected. This monitoring system should ensure the quality and proper preparation of food, and would provide a grievance procedure to deal with complaints.

5. The aim of the Department and the RFP is to provide a better environment and developmental opportunities for single transient men. Any interpretation of the RFP to the contrary is misguided and unfair.

6. It has been specifically noted at a number of meetings with the respondents to RFP No. 1 that the present repayment system is unsatisfactory. The intention of the repayment system was to prevent abuses and respondents have been asked to suggest more satisfactory methods.

7. Referral to appropriate community resources and opportunites includes referral to other government programs and private agencies which may have something to offer to single transient men with special needs. This has been done to some extent by the hostel service in the past (e.g. referrals to the University Hospital, Canada Manpower, the Alcoholism Division, etc.). The RFP calls for a substantial improvement in the referral capability and performance of the hostel operator.

8. The RFP has been discussed with the administrators of the Canada Assistance Plan, and any inconsistencies between the Canada Assistance Plan provision and the RFP will be eliminated before a contract is approved.

9. The Management Group has had numerous meetings with individuals utilizing the hostel services as well as public meetings in which hostel residents have participated. Complaints and suggestions by the men have been solicited, recorded, communicated to all respondents and appropriate government officials, and will be acted upon where reasonable in any re-organization of the hostel service.

Without wishing to deprecate the representations made to yourself by the HOW organization with respect to RFP No. 1, I feel that I should point out:

1. That almost all the points raised by the HOW group have been raised by other organizations and individuals much earlier in the RFP process. These have been discussed and dealt with to the best of our ability at a series of public and private meetings with such groups during the months of June, July and August.

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2. That correspondence has been received from the City Centre Co-operative Club (an organization representing transient and non-transient men using the facilities of the provincial single men's hostel), asserting that neither the club or its members recognize the Humans on Welfare Society or its executive director as an official spokesmen.

With respect to a submission presented to yourself by representatives of the transient men's group on September 16th, 1970, this list of needs and recommendations was passed on to each member of the Management Group for use in the consideration of responses to RFP No. 1. It should be pointed out that this list of needs and recommendations is almost identical to an earlier list which was prepared from meetings with the men themselves at the Marian Centre on June 28th, 1970. This earlier list was mailed to all respondents, and reviewed by the Management Group.

Yours sincerely,

PM.

Preston Manning

CITY CENTRE CO-OPERATIVE CLUB
10528 - 98 Street
Edmonton 17, Alberta

September 23, 1970

R.F.P. Management Group
Edmonton, Alberta

Dear Sirs:

We of the CITY CENTRE CO-OP CLUB, responsible spokesmen for transient and non-transient men using the HOSTEL facilities, wish to inform you that all proposals including the revised R.F.P. proposal will be given specific review within the next ten days to two weeks.

We will seek from each private group their proposal and also your R.F.P. revised edition and review them separately, giving detailed attention to every item. Detailed attention, we feel, has not yet been done. On the contrary, we concluded that the presentations, because of time pressure at your last meeting, were too general, precluding the specific attention that the seriousness of the task at hand requires.

Our representative group who attended your last meeting feel obligated to present to all the men these express proposals. After such a presentation we would consider it just and right that every man exercise his human right and vote democratically on said proposals.

Because of this, we ask you to postpone your decision until this fair process of review and choice is completed. Trusting you will comply, we are

Sincerely yours,

CITY CENTRE CO-OP CLUB MANAGEMENT BOARD

Chairman Earl Brown
EARL BROWN

Vice Chairman Roy Gillis
ROY GILLIS

Treasurer Mike Fagan
MIKE FAGAN

Secretary Bill Forrest
BILL FORREST

IP, PLEASE LET US KNOW.

CITY CENTRE CO-OPERATIVE CLUB
10528-98th. St.,
Edmonton 17, Alta.

Sept. 23rd., 1970.

TO WHOM IT MAY CONCERN

At the last Board Meeting of the City Centre Co-op Club, it was voted that the following be made Public:

The City Centre Co-op Club, has represented the majority of Transient and Non-transient Men using the facilities of the Provincial Single Men's Hostel, in having their problems, brought to the Government's attention.

A Brief was presented to Mr. Justice O'Byrne, at the recent Public Inquiry.

This Brief was the result, of 6 weeks of personal interviews of men using the Hostel's facilities.

We also presented our views to the Request for Proposals Management Group and to all Groups, submitting proposals, regarding the Hostel.

This Club, does not recognize the Humans on Welfare Society and particularly, Mr. John McNamara, the Executive Director or H.O.W., as our Official Spokesman.

Signed this date: Sept. 23rd., 1970.

Chairman A.E.Brown
A.E.Brown

Vice Chairman Roy Gillis
Roy Gillis

Treasurer Mike Fagan
Mike Fagan

Secretary Bill Forrest
Bill Forrest

October 1st, 1970.

The Board of Management,
City Centre Co-operative Club,
10528 - 98th Street,
Edmonton 17, Alberta.

Gentlemen:

This is to acknowledge receipt of your letters of September 23rd and 29th in which you:

1) Requested a postponement of our decision on RFP No. 1.

2) Disassociated yourselves from the HOW Organization and Mr. John McNamara.

3) Recommended the Edmonton Day Centre as the most qualified group to operate the Provincial Hostel.

On behalf of the Minister and the Management Group I want to sincerely thank the Executive and Members of the Edmonton Co-operative Club for this material, and for the many contributions which you have made to the current review of the Edmonton hostel situation. You have arranged for us to hear the views of the men directly involved; you have attended meetings at our request; you have expressed your views clearly and yet constructively in a manner which has earned the respect of ourselves and the Government.

On Friday, October 2nd, at 1:30 p.m. the Minister of Social Development will be releasing our recommendations concerning RFP No. 1 and the Edmonton Hostel. Although I am not at liberty to disclose these recommendations in advance, I believe that you will find them generally acceptable. A copy of our letters to the Minister, and his replies, will be made available to you on Friday, and may be picked up at my office after 2:00 p.m.

Our recommendations to the Minister will constitute one small step towards the reorganization of services for single transient

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men in the City of Edmonton. Please be assured that your advice and participation will be actively and sincerely sought in any reorganization process initiated.

Yours sincerely,

Preston Manning,
Chairman, Request For Proposals
Management Group.

September 30, 1970.

Mr. David King,
9707 - 107th Street,
Edmonton, Alberta.

Dear David:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 1. The proposal submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems will be required in order to significantly better conditions, the role of organizations such as the Bissell Centre will be a major consideration in any re-organization initiated by the Department of Social Development.

Because RFP No. 1 represents a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestion which you might care to make on other areas

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of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM

Preston Manning,
Chairman,
Request for Proposal
Management Group.

September 30, 1970.

Reverend G. W. Spady,
Bissell Centre,
United Church of Canada,
9560 - 103 A Avenue,
Edmonton, Alberta.

Dear Reverend Spady:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 1. The proposal submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems will be required in order to significantly better conditions, the role of organizations such as yours will be a major consideration in any re-organization undertaken by the Department of Social Development.

Because RFP No. 1 represents a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestion which you might care to make on other areas

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of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

September 30, 1970.

Mr. Jack Thorpe,
Manager,
Scandinavian Management
Services Limited,
11913 - 134th Avenue,
Edmonton, Alberta.

Dear Jack:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 1. The proposal submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

Because RFP No. 1 represents a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestions which you might care to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

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Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

September 30, 1970.

Mr. Jackson Willis,
Jackson N. Willis Consulting Ltd.,
11526 - Jasper Avenue,
Edmonton, Alberta.

Dear Jack:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP's Nos. 1 and 2. The proposals submitted by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the Edmonton hostel service be contracted out to the non-governmental sector.

Your proposal, I might add however, was definitely one of the strongest received.

With respect to Calgary, we received several very strong proposals from Calgary based organizations, and our decision was to recommend that negotiations proceed with one of these.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems in Edmonton will be required in order to significantly better conditions, the role of business and service organizations such as yours will be a major consideration in any re-organization initiated by the Department of Social Development.

Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

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1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your responses, and the number of people involved.

3. Any suggestions which you might wish to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group."

September 30, 1970.

Mr. Abner Rubin,
Urban House Company,
10611 - 101st Street,
Edmonton, Alberta.

Dear Abner:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP's Nos. 1 and 2. The proposals submitted by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the Edmonton hostel service be contracted out to the non-governmental sector.

Your proposal, I might add however, was definitely one of the strongest received.

With respect to Calgary, we received several very strong proposals from Calgary based organizations, and our decision was to recommend that negotiations proceed with one of these.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems in Edmonton will be required in order to significantly better conditions, the role of business and service organizations such as yours will be a major consideration in any re-organization initiated by the Department of Social Development.

Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

.....2

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your responses, and the number of people involved.

3. Any suggestions which you might wish to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP managment process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

September 30, 1970.

Mr. R. C. Cumming,
Executive Director,
Edmonton Day Centre,
10628 - 96th Street,
Edmonton, Alberta.

Dear Bob:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 1. The proposal submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems will be required in order to significantly better conditions, the role of organizations such as yours will be a major consideration in any re-organization undertaken by the Department of Social Development.

Because RFP No. 1 represents a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestions which you might care to make on other areas

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of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

September 30th, 1970.

Mr. Alex Campbell,
President,
Edmonton Day Centre,
10628 - 96th Street,
Edmonton, Alberta.

Dear Mr. Campbell:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 1. The proposal submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although there will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems will be required in order to significantly better conditions, the role of organizations such as yours will be a major consideration in any re-organization undertaken by the Department of Social Development.

Because RFP No. 1 represents a pioneer attempt to utilize the RFP mechanism, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestions which you might care to make on other areas

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of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

October 1st, 1970.

Colonel Arthur C. Moulton,
Men's Social Service Secretary,
20 Albert Street,
Toronto 102, Ontario.

Dear Colonel Moulton:

This note is to express my personal thanks to you and the Salvation Army for your interest and involvement in RFP's Nos. 1 and 2. The proposals submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Without getting into the details of our evaluation, I want to say that we are impressed with the Army's capability to do what it undertakes, and to continue to do well what it has done in the past. With respect to the Edmonton and Calgary hostels however, the Government was looking for a degree of innovation in the provision of services to people on skid row. In addition, I believe that your assessment of our requirements was hampered by the disadvantages of distance. We could not help but observe, for example, that your proposals for Edmonton and Calgary were almost identical, while from our prospective the two situations are radically different and require different approaches.

Notwithstanding the above, I would like to indicate my continued personal interest in your work and activities, and to perhaps meet with you again at some future time to discuss matters of mutual interest. The Army - just like certain Government departments - is undoubtedly facing demands for change which put tremendous strain on long established policies and structures, and I would be interested in learning how you intend to cope with these demands. I am also concerned about the failure and/or inability of secular social service agencies and departments to give any recognition to the spiritual roots of social problems, and would be much interested in your views on this subject.

One further thing: Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism to achieve social goals, we would very much appreciate receiving from you and your associates:

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1. Your general impressions of the RFP process, its possible advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your responses, and the number of people involved.

3. Any suggestions which you might care to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process, (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

P.M.

Preston Manning,
Chairman,
Request for Proposal
Management Group."

cc: Captain Mel Bond,
Public Relations Officer,
Salvation Army,
9611 - 102 Avenue,
Edmonton, Alberta.

cc: Captain H. Nichol,
515 - 1st Street, S.E.,
Calgary, Alberta.

October 1, 1970.

Mr. T. W. A. Logan,
Supervisor,
Canada Catering Co. Ltd.,
8631 - 109th Street,
Edmonton, Alberta.

Dear Mr. Logan:

This note is to express my personal thanks to you and your company for your interest and involvement in RFP No. 1. Although you did not participate to the point of submitting a proposal, your participation in the earlier stages was noted and appreciated.

There will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance. It was nevertheless the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

In Calgary, the situation was considerably different, and we will be proceeding with contract negotiations.

Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism to achieve social goals, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in your participation.

3. Any suggestions which you might care to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improve-

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ment of the RFP management process. (If we were to go through this exercise again, what would be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

October 1st, 1970.

Mr. T. Chris Mikkelsen,
President,
Lutheran Welfare Society,
1207 - 18th Street, N.W.,
Calgary 42, Alberta.

Dear Mr. Mikkelsen:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 2. The proposals submitted to us by yourselves obviously represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Although I know you must be disappointed that we did not decide to recommend your proposal to the Minister, I want you to know that your group made a very favourable impression on us and on others from the standpoint of sincerity, thoroughness of analysis (particularly in the area of costs) and Christian commitment to social service. The impressions created and the experience gained through your participation with respect to RFP No. 2, cannot help but enhance the position of the Lutheran Welfare Society as a Christian service organization.

Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism to achieve social goals, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestions which you might care to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through

.....2

this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

cc: Mr. H. Mytroen,
Bethany Auxiliary Hospital,
1918 - 8th Avenue, N.W.,
Calgary, Alberta.

October 1st, 1970.

Mr. Barrie I. Strafford,
Barrie I. Strafford & Associates Ltd.,
4628 Montgomery Blvd., N.W.,
Calgary 45, Alberta.

Dear Barrie:

This note is to express my personal thanks to you and Art Owen for your interest and involvement in RFP's Nos. 1 and 2. The proposals submitted by yourselves represented an investment of considerable time and effort, and this fact has been brought to the attention of the Minister.

Without going into the details of our evaluation, I want to say that we were quite impressed with your grasp of the Edmonton and Calgary situations, and with your capabilities. Our failure to rank your proposal higher than we did, can be largely attributed to the indefiniteness of what we would be buying for the management fee proposed.

It is our hope that some of the knowledge and experience which you have gained in responding to RFP No. 2, may be of value in your future endeavours. Please come and see me again, the next time either of you are in Edmonton.

One further thing: Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism to attain social goals, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its possible advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your responses, and the number of people involved.

3. Any suggestions which you might wish to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improve-

.....2

ment of the RFP management process. If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

P.M.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

October 1st, 1970.

Mr. H. R. Williams,
President,
Y.M.C.A.,
10030 - 102 A Avenue,
Edmonton 15, Alberta.

Dear Harry:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 1. Although you did not participate to the point of submitting a formal comprehensive proposal, your willingness to tackle at least part of the problem has been noted and drawn to the attention of the Minister.

There will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance. Nevertheless, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

In Calgary, the situation was considerably different, and we are proceeding with contract negotiations.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems will be required in order to significantly deal with these conditions in Edmonton, the possible role of the Y.M.C.A. will be a major consideration in any re-organization undertaken by the Department of Social Development.

Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism to achieve social goals, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

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2. An estimate of the amount of time and expense involved in your participation.

3. Any suggestions which you might care to make on other areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your involvement in this endeavour, I am,

Yours sincerely,

PM.

Preston Manning,
Chairman,
Request for Proposal
Management Group.

October 1st, 1970.

Miss Mary McNamara,
Director,
Marian Centre,
10528 - 98 Street,
Edmonton, Alberta.

Dear Mary:

This note is to express my personal thanks to you and your associates at the Marian Centre for your interest and involvement in RFP No. 1. Although you have not been directly involved in making up a formal response, we have appreciated your interest, the use of the Marian Centre for meetings, and the contributions of the Co-operative Club.

There will undoubtedly be some disappointment on the part of Edmonton respondents that no contract will be awarded in this instance. Nevertheless, it was the unanimous decision of the Management Group that this was the best course to follow. Although each of the responses received showed strength of analysis and capability in specific areas, in our judgement none offered the overall strength and capability required to justify a recommendation that the hostel service be contracted out to the non-governmental sector.

In Calgary, the situation was considerably different, and contract negotiations will be proceeding with one of the respondents.

We recognize of course that the complexity and difficulty of the Edmonton hostel situation, makes it much more difficult for anyone to handle than the Calgary situation. Because the contributions of everyone concerned about skid row problems will be required in order to significantly better conditions, the role of organizations such as the Marian Centre will be a major consideration in any re-organization undertaken by the Department of Social Development. Undoubtedly the Department will want to discuss with you in the near future exactly what role the Marian Centre would like to play in this area of need.

Because RFP No. 1 represents a pioneer attempt to utilize the RFP mechanism to achieve social goals, we would very much appreciate receiving from you and your associates:

.....2

1. Your general impressions of the RFP process, its possible advantages and disadvantages.

2. Any suggestions which you might care to make on other areas of activity where the RFP process might be more effectively utilized.

3. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

Once again thanking you for your understanding and assistance in this endeavour, I am,

Yours sincerely,

PM

Preston Manning,
Chairman,
Request for Proposal
Management Group.

October 2nd, 1970.

Mr. Jack Lowery,
212 - 818 - 8th Avenue, S.W.,
Calgary 2, Alberta.

Dear Jack:

This note is to express my personal thanks to you and your associates for your interest and involvement in RFP No. 2. I endeavoured to contact you on Thursday and Friday to inform you by phone of our recommendations to the Minister, but was unsuccessful. By now you should have received the copies of our letters of recommendation and the Minister's replies.

Both the Management Group and the Minister were much encouraged by the strength of the responses from Calgary, in particular the one from Persona Care and your own. In our judgement, both these proposals have much to offer and it was very difficult to choose between them.

The fact that we recommended negotiations to proceed first with Persona Care, does not mean that the whole matter has been decided. There are a number of points in the Persona Care proposal (as in your own) which will require clarification, discussion, and possible modification before an agreement satisfactory to the government can be reached. If agreement cannot be reached with Persona Care concerning some of these points, we are authorized to proceed to negotiate with your group. I will keep you informed as developments proceed.

One further thing: Because RFP's Nos. 1 and 2 represent a pioneer attempt to utilize the RFP mechanism to achieve social goals, we would very much appreciate receiving from you:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

3. Any suggestions which you might care to make on other

.....2

areas of activity where the RFP process might be more effectively utilized, and in which your organization might be interested.

4. Any suggestions which you might care to make concerning improvement of the RFP management process. (If we were to go through this exercise again, what should be done differently?)

With best regards,

Yours sincerely,

PM

Preston Manning

Department of Social Development
EXECUTIVE BUILDING • JASPER AVE & 109 ST • EDMONTON 14, ALBERTA

October 9, 1970

Mr. Preston Manning
M & M Systems Research Ltd.
208-10355 Jasper Avenue
Edmonton, Alberta

Dear Mr. Manning:

Re: Employment Opportunities Program

Further to our discussion today I am forwarding some material that may serve to better explain the operation of our Employment Opportunities Program.

Please let me know if I may assist in any other way.

Yours truly,

W. L. Casselman, Director
Public Assistance Branch

WLC/cj

Encl.

EXECUTIVE COUNCIL

ALBERTA

501 VICTORIA BUILDING
140 WELLINGTON STREET
OTTAWA 4, ONTARIO
October 13, 1970

M & M Systems Research Limited,
208 Confederation Building,
10355 Jasper Avenue,
Edmonton 15, Alberta.

Dear Sir:

Re: Evaluation of proposals for the Administration of adult hostels

I have taken the liberty of making several inquiries concerning the availability of publications, reports and studies which might assist your firm in the above task. I hope to receive some response in the next few days.

During the course of my research, I have been given the tentative opinion from officials of the Department of National Health and Welfare that the RFP technique will not interfere with the cost-sharing arrangements available under the Canada Assistance Plan for the provision of service by homes for special care. You may wish me to investigate this matter more conclusively.

However, the payment of federal sales tax is quite a different matter. As you know, any purchase of equipment, land and buildings is generally subject to federal sales tax with the exception of certain kinds of equipment, e.g., certain farm equipment, and the nature of the purchaser, e.g., provincial departmental purchases are exempt so long as the item is not purchased for resale.

....

On accasion the level of federal sales tax can reach a sizeable amount as, for example, in the case of the Alberta Land Use Cooperative Limited where the tax amounted to one-fifth of the provincial grant to the company.

I felt I should raise this matter for consideration in your evaluation of the proposals as the matter of taxation could have some bearing upon the selection of the successful tenderor. The federal government regards certain entities more favorably in any disposition of the tax issue. The Department of National Health and Welfare is authorized to issue certificates which permit bona fide "public" institutions to make purchases free of federal sales tax. The test the Department usually applies is whether the institution is a non-profit organization, e.g., church groups and the Salvation Army fall within this category. By implication any tenderor who receives a contract to run adult hostels for a profit would be unable to acquire a tax certificate." On the other hand, if the Province wished to purchase gearing-up equipment for loan to the successful bidder such an arrangement may reflect upon the total price of the contract.

May I have your views?

Yours truly,

R. D. Karoles.

msf

CC: Honourable R. Speaker

November 9th, 1970.

MEMO

TO: Mr. J. T. Lowery,
President,
Calgary Social Concerns Society,
#212, 318 - 8th Avenue, S.W.,
Calgary 2, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

In order to assess the demands which this process puts on private organizations, and in order to summarize your impressions of this process for the Minister, the Management Group would very much appreciate receiving from each respondent:

1. Your general impressions of the RFP process, its advantages and disadvantages.

2. An estimate of the amount of time and expense involved in making your response, and the number of people involved.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. Jack King,
Persona Care Ltd.,
214 Blow Building,
Calgary, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. T. Chris Mikkelsen,
President,
The Lutheran Welfare Society
in Alberta,
1918 - 8th Avenue, N.W.,
Calgary, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Miss Mary McNamara,
Director,
The Marian Centre,
10528 - 98th Street,
Edmonton, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. H. R. Williams,
President,
Y.M.C.A. of Edmonton,
10030 - 102 A Avenue,
Edmonton 15, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Colonel Arthur G. Moulton,
Men's Social Service Secretary,
The Salvation Army,
20 Albert Street,
Toronto 102, Ontario.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. Jackson N. Willis,
11526 - Jasper Avenue,
Edmonton, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. A. A. D. Rubin,
Urban House Co.,
10611 - 101st Street,
Edmonton, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. C. W. Spady,
Superintendent,
Bissell Centre,
United Church of Canada,
9560 - 103 A Avenue,
Edmonton, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
203 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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this exercise again, what should be done differently?)

Some respondents have already supplied the information requested above, but we are anxious to hear from every respondent before summarizing the results.

As soon as all the files pertaining to NWP's Nos. 1 and 2 are completed and put in order, we are recommending that all the information collected (including all the proposals received) be made available to anyone interested in studying it. This might be done by depositing all the relevant material in the Legislative Library. An announcement will be made as soon as arrangements have been finalized.

Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. Jack Thorpe,
Manager,
Scandinavian Management Services Ltd.,
11913 - 134th Avenue,
Edmonton, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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Some respondents have already supplied the information requested above, but we are anxious to hear from every respondent before summarizing the results.

As soon as all the files pertaining to KVP's Nos. 1 and 2 are completed and put in order, we are recommending that all the information collected (including all the proposals received) be made available to anyone interested in studying it. This might be done by depositing all the relevant material in the Legislative Library. An announcement will be made as soon as arrangements have been finalized.

Once again, our sincerest thanks to every participant in this endeavour.

November 9th, 1970.

MEMO

TO: Mr. R. C. Cumming,
Executive Director,
Edmonton Day Centre,
10628 - 96th Street,
Edmonton, Alberta.

FROM: The Chairman,
Request for Proposals Management Group,
208 Confederation Building,
Edmonton, Alberta.

Please find enclosed a copy of the final agreement and related documents whereby the Government of Alberta has contracted with a group from the non-governmental sector for the operation of the Calgary Hostel. This package of documents, and the relationship between the principals to the agreement which they represent, is the primary output of the RFP process in which we have all participated.

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EVALUATION CH[illegible]

	Edmonton								Calgary							
	Present Hostel	Urban House	Salvation Army	Strafford & Associates	Day Centre	Bissell Centre	Scandinavian Management		Present Hostel	Urban House	Salvation Army	Strafford & Associates	Persona Care	Social Concerns	Lutheran Welfare
Qualifications															
Proposals															
Cost Effectiveness															
Questions, Comments															
Conclusions - modifications - evaluation															

EVALUATION PROCESS

1. Acquisition of material on backgrounds of respondents.

   (a) Dun and Bradstreet Reports (investigations of the Department's solicitor).

   (b) Social Service Record.

   (c) Standing with the Companies Branch.

2. Initial reading of proposals and discussion of initial reactions.

3. Acquisition of additional information and understanding re proposals (through interviewing the respondents individually).

4. Preliminary cost analysis and anticipation of benefits.

5. Initial application of evaluative criteria, and initial comparisons.

6. Point by point comparison (by technical staff) of respondent's proposal with the requirements of the RFP.

7. Additional interviewing and information gathering.

8. Oral presentation of proposals by respondents to a representative group of men utilizing hostel services, and analysis of the reactions of this group.

9. Anticipation of proposal changes which could be effected through negotiations.

10. Anticipation of government and community reactions to various respondents and their proposals.

11. Final application of evaluative criteria.

12. Formulation of recommendations to the Minister.

EVALUATION RESULTS

(See Letters of Recommendation to the Minister of Social Development, dated September 28th, 1970)

208 - 10355 JASPER AVENUE EDMONTON 15, ALBERTA TELEPHONE 424-0827 AREA CODE 403

M. & M. SYSTEMS RESEARCH LTD.
SOCIO-ECONOMIC AND GOVERNMENTAL SYSTEMS ANALYSTS

HON. ERNEST C. MANNING, P.C., C.C. - PRESIDENT E. PRESTON MANNING - GENERAL MANAGER

September 28, 1970

Honourable R.A. Speaker,
Minister of Social Development,
Government of the Province of Alberta,
322 Legislative Building,
Edmonton, Alberta.

Dear Mr. Speaker:

This is to communicate to you the recommendations of the Management Group established to receive and evaluate proposals submitted in response to RFP No. 1 (concerning the operation of a service for single transient men in the City of Edmonton).

As of September 10, 1970, six responses were officially received. Each of these responses represented a sincere and considerable effort on the part of the respondent. Many worthwhile ideas relating to various aspects of the hostel service were put forward.

In our judgment however, none of the proposals received represented that combination of overall capability and desire, comprehensive analysis and planning, enterprise and initiative, cost effectiveness and accountability sufficient to allow us to recommend that the Government enter into contractural negotiations with any respondent.

It is consequently our recommendation:

1. That no contractual negotiations be initiated at this time with any of the respondents to RFP No. 1.
2. That the Department of Social Development itself initiate a reorganization of the Edmonton hostel service to attain desired goals.
3. That an Advisory Group representing interested and affected parties, and required expertise, be established to assist the Department in carrying out this reorganization.
4. That the research undertaken to produce RFP No. 1, the various representations made concerning the Edmonton hostel service, and the O'Byrne Report, be utilized as basic material for planning any reorganization.

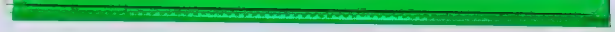
.....2

The Management Group is prepared to meet with you at your convenience to discuss these recommendations and the direction of future reorganization.

Yours respectfully,

Preston Manning

Preston Manning, Chairman,
Request for Proposals Management Group.



Department of Social Development

OFFICE OF THE MINISTER

Edmonton,
September 29, 1970

Mr. Preston Manning,
Chairman,
Request for Proposals
Management Group,
208 Confederation Building,
Edmonton, Alberta.

Dear Mr. Manning:

I have received and reviewed the recommendations of the Management Group with respect to RFP No. 1 (concerning the operation of a service for single transient men in the City of Edmonton.)

After careful consideration I have decided to accept your recommendations as given and will direct the officials of my department to proceed accordingly.

I will be contacting the Management Group in the near future to discuss your recommendations in greater detail.

Yours sincerely,

Raymond A. Speaker

Raymond A. Speaker,
Minister of Social Development

208 - 10355 JASPER AVENUE EDMONTON 15, ALBERTA TELEPHONE 424-0827 AREA CODE 403

M. & M. SYSTEMS RESEARCH LTD.
SOCIO-ECONOMIC AND GOVERNMENTAL SYSTEMS ANALYSTS

HON. ERNEST C. MANNING, P.C., C.C. - PRESIDENT E. PRESTON MANNING - GENERAL MANAGER

September 28th, 1970.

Honourable R. A. Speaker,
Minister of Social Development,
Government of the Province of Alberta,
322 Legislative Building,
Edmonton 6, Alberta.

Dear Mr. Speaker:

This is to communicate to you the recommendations of the Management Group established to receive and evaluate proposals submitted in response to RFP No. 2 (concerning the operation of a service for single transient men in the City of Calgary).

As of September 10th, 1970, six responses were officially received. The quality of these responses was generally high, and in our judgment all the respondents to RFP No. 2 are deserving of public notice and commendation for the sincerity and extent of their efforts.

After thorough examination of each response on the basis of evaluative criteria outlined in the RFP, we unanimously recommend the following:

1. That contract negotiations be initiated with the principals of Persona Care Limited to attain the objectives set forth in the RFP.

2. That, in the event a satisfactory agreement cannot be negotiated with Persona Care Limited, negotiations then be initiated with the Calgary Social Concerns Society.

We await your instructions with respect to the initiation of contract negotiations.

Yours respectfully,

Preston Manning

Preston Manning,
Chairman,
Request For Proposals Management Group.

Department of Social Development

OFFICE OF THE MINISTER

Edmonton,
September 29, 1970

Mr. Preston Manning,
Chairman, Request for Porposals
Management Group,
208 Confederal Building,
Edmonton, Alberta.

Dear Mr. Manning:

I have received and reviewed the recommendations of the Management Group with respect to RFP No. 2 (concerning the operation of a service for single transient men in the City of Calgary.)

You are hereby authorized to initiate contract negotiations with Persona Care Limited to attain the goals set forth in the RFP.

In the event that a satisfactory agreement cannot be reached with Persona Care Limited, you may then proceed to negotiate with the Calgary Social Concerns Society.

The contract negotiated is to be submitted to myself for approval and ratification by the Government.

Yours sincerely,

Raymond A. Speaker

Raymond A. Speaker,
Minister of Social Development

208 - 10355 JASPER AVENUE EDMONTON 15, ALBERTA TELEPHONE 424-0827 AREA CODE 403

M. & M. SYSTEMS RESEARCH LTD.
SOCIO-ECONOMIC AND GOVERNMENTAL SYSTEMS ANALYSTS

HON. ERNEST C. MANNING, P.C. - PRESIDENT E. PRESTON MANNING - GENERAL MANAGER

September 29, 1970

MEMO

To: All respondents to RFP's Nos. 1 and 2

From: The Chairman,
Request for Proposals Management Group,
208 Condederation Building,
Edmonton, Alberta.

Concerning: Recommendations to the Minister

Please find attached copies of our letters of recommendation to the Minister concerning RFP's Nos. 1 and 2, and the replies received.

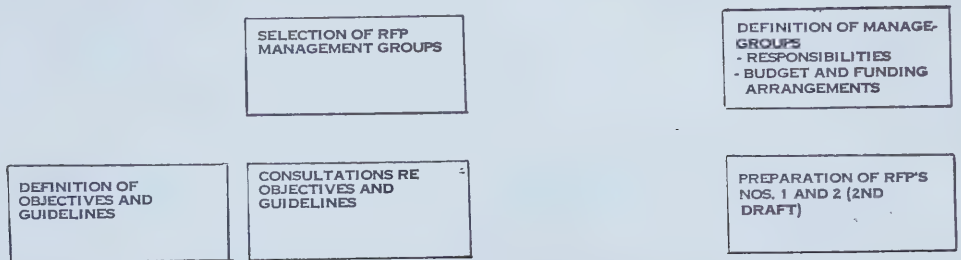
Supplementary information received from respondents in the course of our interviews, together with the formal written proposals submitted, has proven sufficient to enable us to complete our evaluation. Consequently no deficiency letters will be required, except in the case of the respondents named in our correspondence with the Minister.

The Management Group wishes to take this opportunity to specifically and sincerely thank each and every respondent for participating in this pioneer attempt to utilize the RFP process to attain social goals. In our judgment, each participating group - the "unsuccessful respondents" as well as the "successful" has made a contribution of value deserving of public notice and commendation.

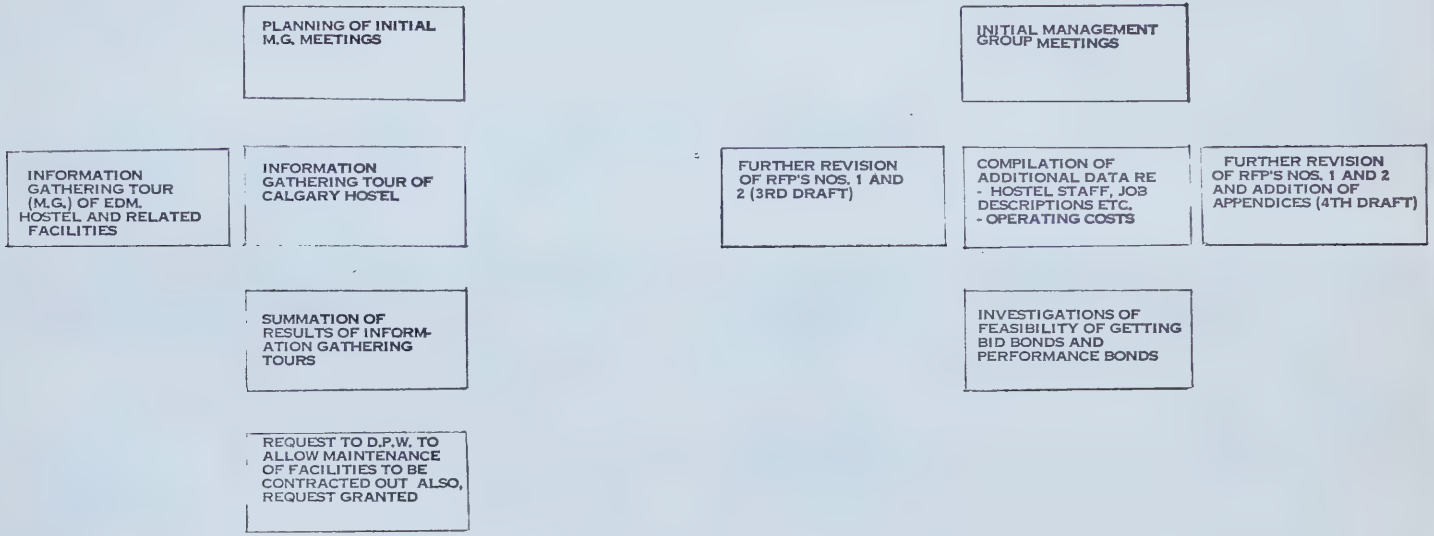
Yours sincerely,

Preston Manning

Preston Manning,
Chairman,
Request for Proposals Management Group


SELECTION OF RFP MANAGEMENT GROUPS
DEFINITION OF MANAGE-GROUPS
- RESPONSIBILITIES
- BUDGET AND FUNDING ARRANGEMENTS
DEFINITION OF OBJECTIVES AND GUIDELINES
CONSULTATIONS RE OBJECTIVES AND GUIDELINES
PREPARATION OF RFP'S NOS. 1 AND 2 (2ND DRAFT)

WEEK 1 JUNE [2][3][4][5][6]


PLANNING OF INITIAL M.G. MEETINGS
INITIAL MANAGEMENT GROUP MEETINGS
INFORMATION GATHERING TOUR (M.G.) OF EDM. HOSTEL AND RELATED FACILITIES
INFORMATION GATHERING TOUR OF CALGARY HOSTEL
FURTHER REVISION OF RFP'S NOS. 1 AND 2 (3RD DRAFT)
COMPILATION OF ADDITIONAL DATA RE - HOSTEL STAFF, JOB DESCRIPTIONS ETC. - OPERATING COSTS
FURTHER REVISION OF RFP'S NOS. 1 AND 2 AND ADDITION OF APPENDICES (4TH DRAFT)
SUMMATION OF RESULTS OF INFORM-ATION GATHERING TOURS
INVESTIGATIONS OF FEASIBILITY OF GETTING BID BONDS AND PERFORMANCE BONDS
REQUEST TO D.P.W. TO ALLOW MAINTENANCE OF FACILITIES TO BE CONTRACTED OUT ALSO, REQUEST GRANTED
WEEK 2
JUNE
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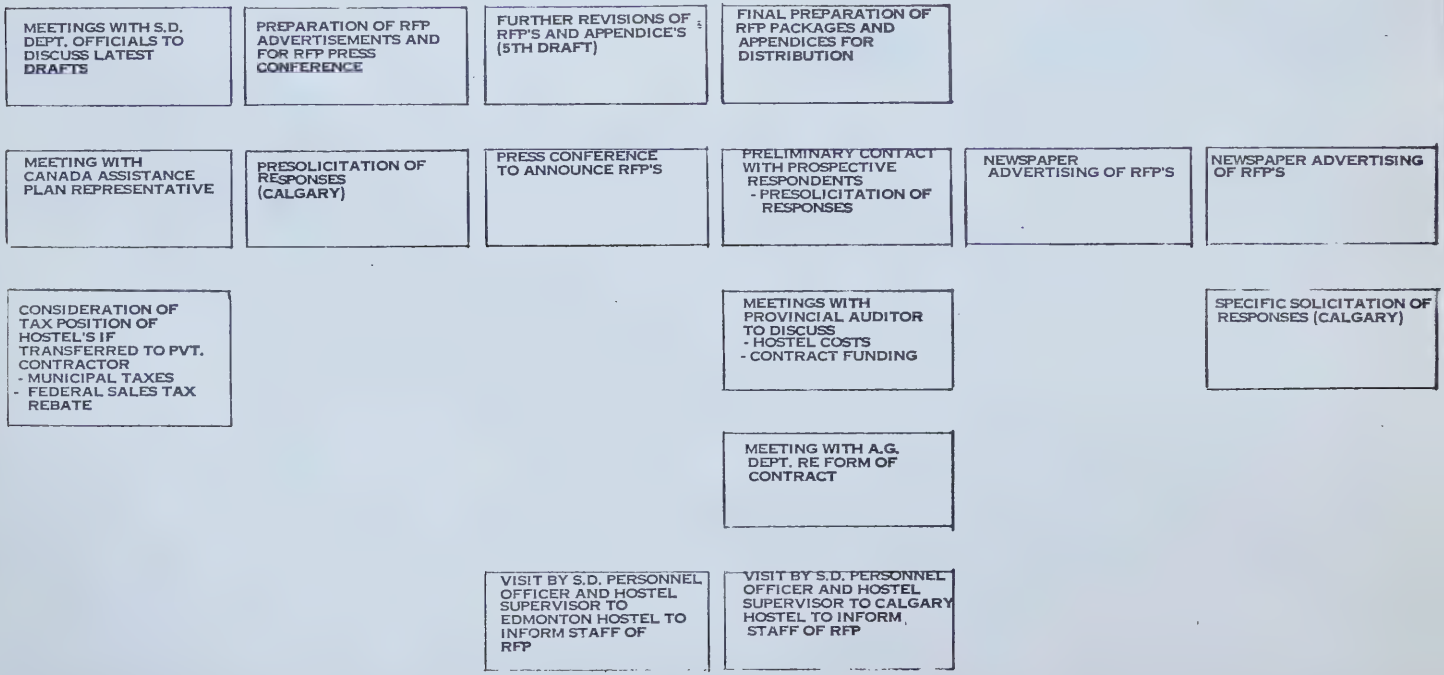
MEETINGS WITH S.D. DEPT. OFFICIALS TO DISCUSS LATEST DRAFTS
PREPARATION OF RFP ADVERTISEMENTS AND FOR RFP PRESS CONFERENCE
FURTHER REVISIONS OF RFP'S AND APPENDICE'S (5TH DRAFT)
FINAL PREPARATION OF RFP PACKAGES AND APPENDICES FOR DISTRIBUTION
MEETING WITH CANADA ASSISTANCE PLAN REPRESENTATIVE
PRESOLICITATION OF RESPONSES (CALGARY)
PRESS CONFERENCE TO ANNOUNCE RFP'S
PRELIMINARY CONTACT WITH PROSPECTIVE RESPONDENTS - PRESOLICITATION OF RESPONSES
NEWSPAPER ADVERTISING OF RFP'S
NEWSPAPER ADVERTISING OF RFP'S
CONSIDERATION OF TAX POSITION OF HOSTEL'S IF TRANSFERRED TO PVT. CONTRACTOR - MUNICIPAL TAXES - FEDERAL SALES TAX REBATE
MEETINGS WITH PROVINCIAL AUDITOR TO DISCUSS - HOSTEL COSTS - CONTRACT FUNDING
SPECIFIC SOLICITATION OF RESPONSES (CALGARY)
MEETING WITH A.G. DEPT. RE FORM OF CONTRACT
VISIT BY S.D. PERSONNEL OFFICER AND HOSTEL SUPERVISOR TO EDMONTON HOSTEL TO INFORM STAFF OF RFP
VISIT BY S.D. PERSONNEL OFFICER AND HOSTEL SUPERVISOR TO CALGARY HOSTEL TO INFORM STAFF OF RFP
WEEK 3
JUNE
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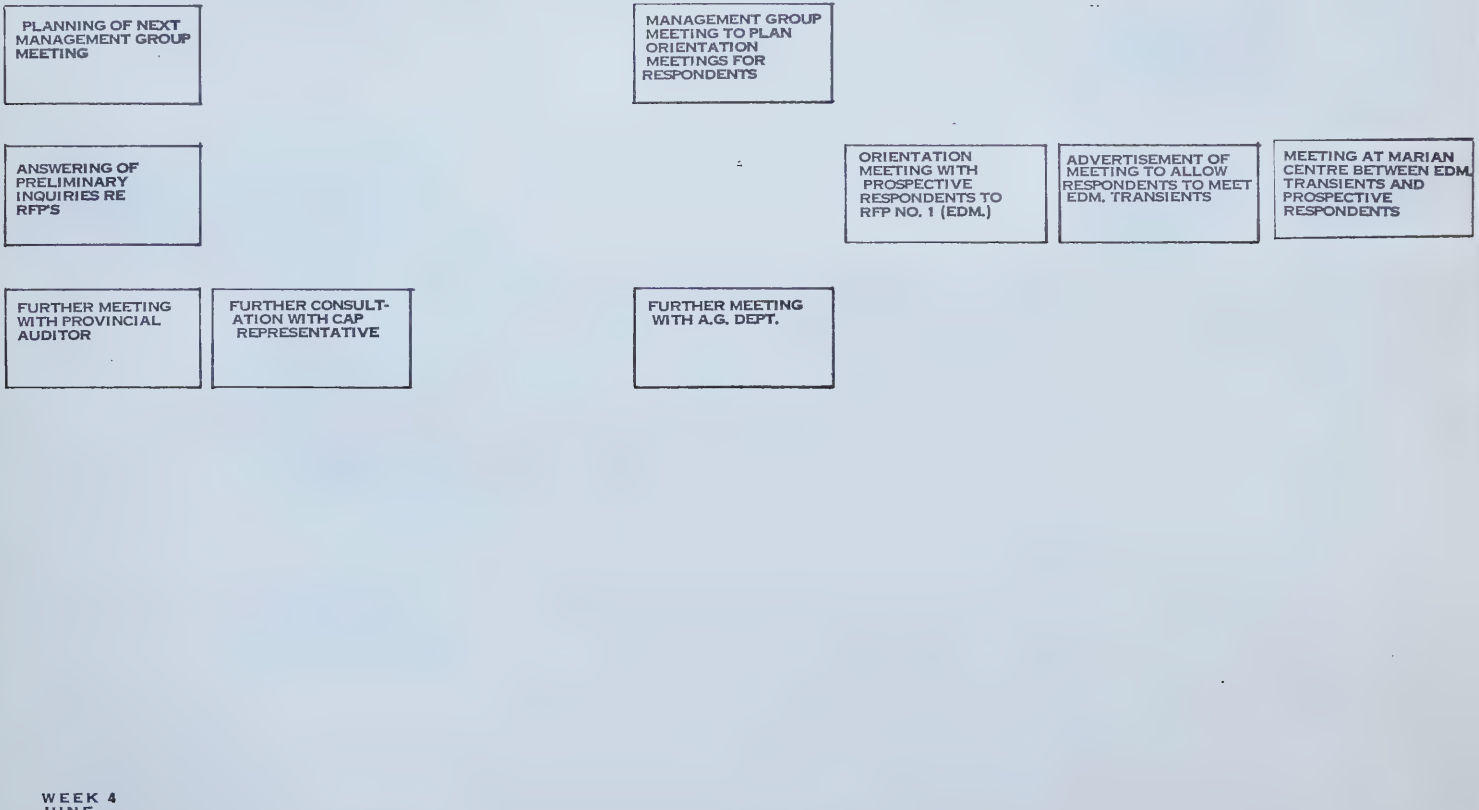
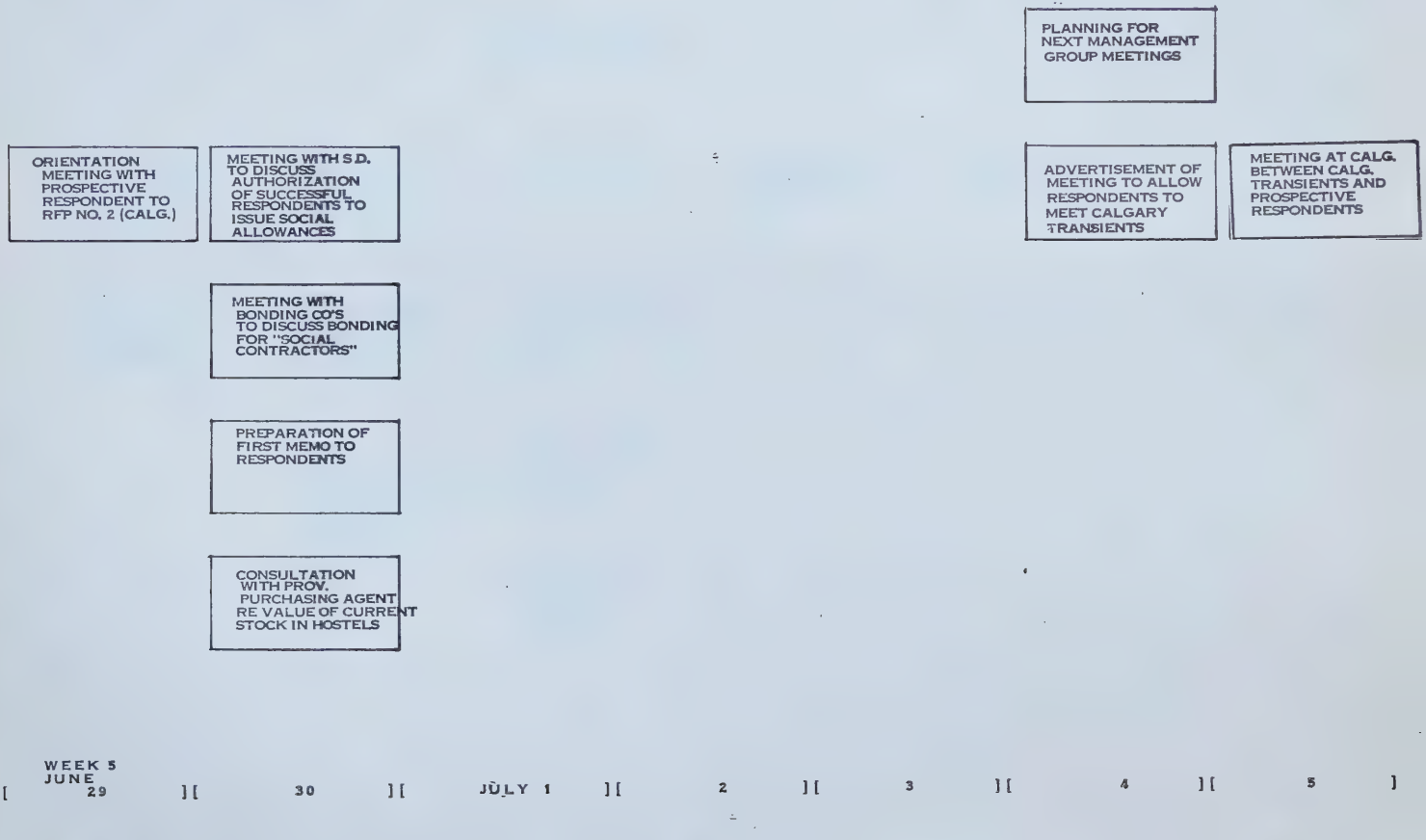

PLANNING OF NEXT MANAGEMENT GROUP MEETING
MANAGEMENT GROUP MEETING TO PLAN ORIENTATION MEETINGS FOR RESPONDENTS
ANSWERING OF PRELIMINARY INQUIRIES RE RFP'S
ORIENTATION MEETING WITH PROSPECTIVE RESPONDENTS TO RFP NO. 1 (EDM.)
ADVERTISEMENT OF MEETING TO ALLOW RESPONDENTS TO MEET EDM. TRANSIENTS
MEETING AT MARIAN CENTRE BETWEEN EDM. TRANSIENTS AND PROSPECTIVE RESPONDENTS
FURTHER MEETING WITH PROVINCIAL AUDITOR
FURTHER CONSULT-ATION WITH CAP REPRESENTATIVE
FURTHER MEETING WITH A.G. DEPT.
WEEK 4
JUNE
[22] [23] [24] [25] [26] [27] [28]


PLANNING FOR NEXT MANAGEMENT GROUP MEETINGS
ORIENTATION MEETING WITH PROSPECTIVE RESPONDENT TO RFP NO. 2 (CALG.)
MEETING WITH S.D. TO DISCUSS AUTHORIZATION OF SUCCESSFUL RESPONDENTS TO ISSUE SOCIAL ALLOWANCES
ADVERTISEMENT OF MEETING TO ALLOW RESPONDENTS TO MEET CALGARY TRANSIENTS
MEETING AT CALG. BETWEEN CALG. TRANSIENTS AND PROSPECTIVE RESPONDENTS
MEETING WITH BONDING CO'S TO DISCUSS BONDING FOR "SOCIAL CONTRACTORS"
PREPARATION OF FIRST MEMO TO RESPONDENTS
CONSULTATION WITH PROV. PURCHASING AGENT RE VALUE OF CURRENT STOCK IN HOSTELS
WEEK 5
JUNE
29
30
JULY 1
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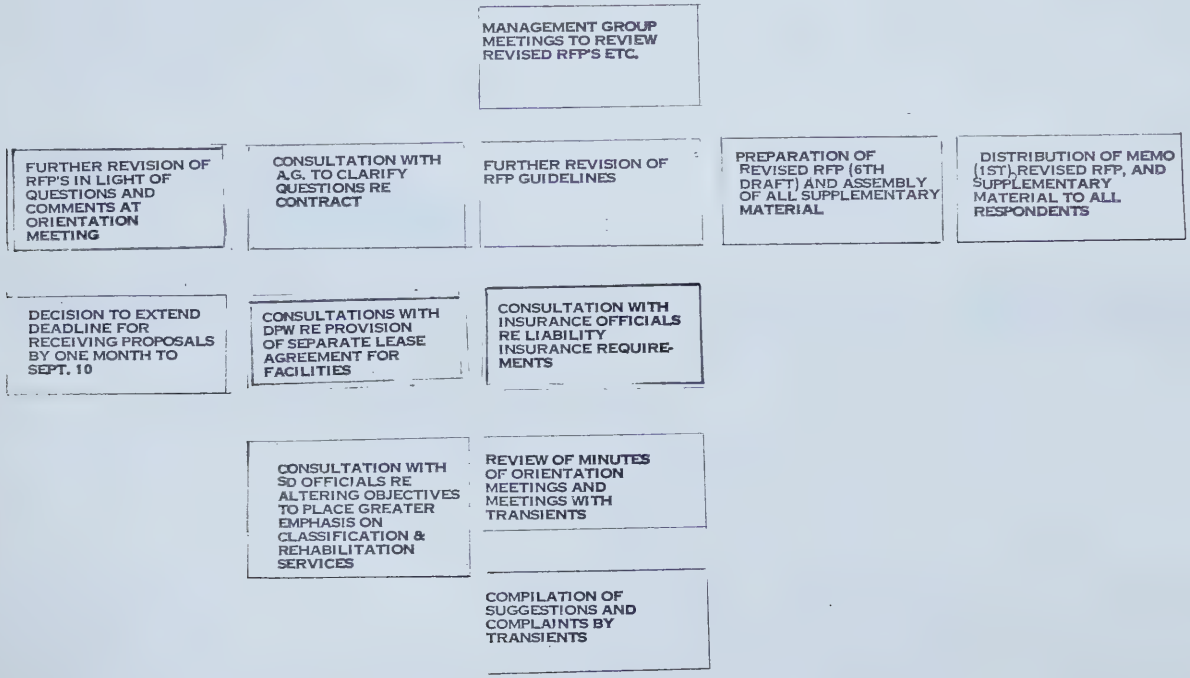
MANAGEMENT GROUP MEETINGS TO REVIEW REVISED RFP'S ETC.
FURTHER REVISION OF RFP'S IN LIGHT OF QUESTIONS AND COMMENTS AT ORIENTATION MEETING
CONSULTATION WITH A.G. TO CLARIFY QUESTIONS RE CONTRACT
FURTHER REVISION OF RFP GUIDELINES
PREPARATION OF REVISED RFP (6TH DRAFT) AND ASSEMBLY OF ALL SUPPLEMENTARY MATERIAL
DISTRIBUTION OF MEMO (1ST), REVISED RFP, AND SUPPLEMENTARY MATERIAL TO ALL RESPONDENTS
DECISION TO EXTEND DEADLINE FOR RECEIVING PROPOSALS BY ONE MONTH TO SEPT. 10
CONSULTATIONS WITH DPW RE PROVISION OF SEPARATE LEASE AGREEMENT FOR FACILITIES
CONSULTATION WITH INSURANCE OFFICIALS RE LIABILITY INSURANCE REQUIREMENTS
CONSULTATION WITH SD OFFICIALS RE ALTERING OBJECTIVES TO PLACE GREATER EMPHASIS ON CLASSIFICATION & REHABILITATION SERVICES
REVIEW OF MINUTES OF ORIENTATION MEETINGS AND MEETINGS WITH TRANSIENTS
COMPILATION OF SUGGESTIONS AND COMPLAINTS BY TRANSIENTS
WEEK 6
JULY
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ANSWERING OF CORRESPONDENCE FROM RESPONDENTS

PREPARATION OF CHART SHOWING ALL OTHER GOVERNMENT AND PRIVATE SERVICES AND AGENCIES RELATED TO EDM. AND CALG. HOSTELS

PHONE CONTACT WITH OTHER PROV. DEPTS. RE INTEGRATION AND COORDINATION OF SERVICES WITH HOSTELS

MEETING WITH EDMONTON RESPONDENT

MEETINGS, TELEPHONE CONTACT WITH INDIVIDUAL RESPONDENTS. COMPILATION AND DISTRIBUTION OF SUPPLEMENTARY INFORMATION

WEEK 7
JULY

[13][14][15][16][17][18]

MANAGEMENT GROUP GROUP MEETING TO DISCUSS EDM. SITUATION SPECIAL PROBLEMS

MEETINGS WITH CITY OF EDM. (POLICE, WELFARE, HEALTH) RE: COORDINATION

FURTHER ADDITIONS TO COORDINATION LIST

MEETING WITH PROV. DEPT. OF HEALTH RE COORDINATION

NOTICES OF PROGRESS MEETINGS ISSUED TO PROSPECTIVE RESPONDENTS

MEETINGS, TELEPHONE CONTACT WITH INDIVIDUAL RESPONDENTS. COMPILATION AND DISTRIBUTION OF SUPPLEMENTARY INFORMATION

REQUEST TO A.G. FOR SAMPLE SERVICE AGREEMENT (REQUEST NOT GRANTED)

REQUEST TO DPW FOR SAMPLE LEASE AGREEMENT (REQUEST NOT GRANTED)

WEEK 8
JULY

[20] [21] [22] [23] [24] [25]

PREPARATION OF MATERIAL FOR PROGRESS MEETINGS

PROGRESS MEETING WITH CALGARY RESPONDENTS

PROGRESS MEETING SCHEDULED FOR EDM. RESPONDENTS (NO ONE ATTENDED)

CORRESPONDENCE, TELEPHONE CONTACT WITH INDIVIDUAL RESPONDENTS. COMPILATION AND DISTRIBUTION OF ADDITIONAL INFORMATION

MEETINGS WITH CITY OF CALGARY (POLICE, WELFARE, HEALTH) RE: COORDINATION

MEETING WITH MINISTER TO REVIEW DEVELOPMENTS

DEADLINE FOR RECEIVING LETTERS OF INTENT FROM RESPONDENTS

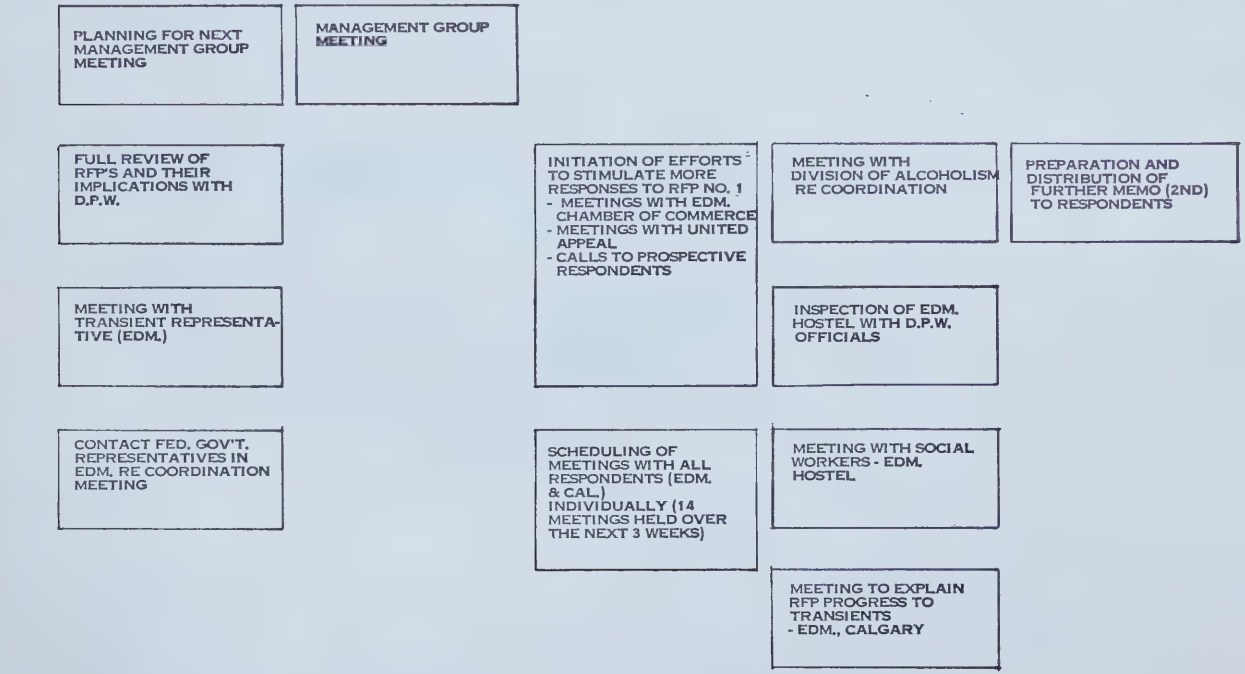
MEETINGS WITH THE CALGARY REGIONAL OFFICE OF THE DEPT. OF S.D.

WEEK 9
JULY [27][28][29][30][31] AUGUST

FURTHER COORDINATION CONTACTS AND MEETINGS

WEEK 10

[3][4] [5][6][7][8]


PLANNING FOR NEXT MANAGEMENT GROUP MEETING
MANAGEMENT GROUP MEETING
FULL REVIEW OF RFP'S AND THEIR IMPLICATIONS WITH D.P.W.
MEETING WITH TRANSIENT REPRESENTATIVE (EDM.)
CONTACT FED. GOV'T. REPRESENTATIVES IN EDM. RE COORDINATION MEETING
INITIATION OF EFFORTS TO STIMULATE MORE RESPONSES TO RFP NO. 1
- MEETINGS WITH EDM. CHAMBER OF COMMERCE
- MEETINGS WITH UNITED APPEAL
- CALLS TO PROSPECTIVE RESPONDENTS
SCHEDULING OF MEETINGS WITH ALL RESPONDENTS (EDM. & CAL.) INDIVIDUALLY (14 MEETINGS HELD OVER THE NEXT 3 WEEKS)
MEETING WITH DIVISION OF ALCOHOLISM RE COORDINATION
INSPECTION OF EDM. HOSTEL WITH D.P.W. OFFICIALS
MEETING WITH SOCIAL WORKERS - EDM. HOSTEL
MEETING TO EXPLAIN RFP PROGRESS TO TRANSIENTS
- EDM., CALGARY
PREPARATION AND DISTRIBUTION OF FURTHER MEMO (2ND) TO RESPONDENTS
WEEK 11
AUGUST
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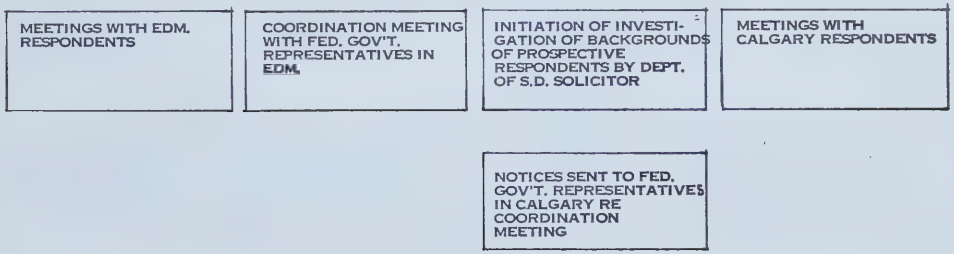
MEETINGS WITH EDM. RESPONDENTS
COORDINATION MEETING WITH FED. GOV'T. REPRESENTATIVES IN EDM.
INITIATION OF INVESTIGATION OF BACKGROUNDS OF PROSPECTIVE RESPONDENTS BY DEPT. OF S.D. SOLICITOR
MEETINGS WITH CALGARY RESPONDENTS
NOTICES SENT TO FED. GOV'T. REPRESENTATIVES IN CALGARY RE COORDINATION MEETING

WEEK 12
AUGUST

17 | 18 | 19 | 20 | 21 | 22

ADDITIONAL MEETINGS WITH CALGARY RESPONDENTS

PREPARATIONS FOR MINISTER'S PRESS CONFERENCE

MINISTER'S PRESS CONFERENCE TO REPORT PROGRESS

MEETINGS WITH FED. GOV'T. REPRESENTATIVES IN CALGARY RE COORDINATION

MEETING WITH EDM. RESPONDENT

MEETINGS WITH EDM. RESPONDENTS

WEEK 13
AUGUST

[24][25][26][27][28][29]

UPDATING OF COORDINATION CHARTS, LISTS
FURTHER MEETINGS WITH RESPONDENTS
SUMMATION OF MEETINGS WITH RESPONDENTS, IMPRESSIONS
PREPARATION & DISTRIBUTION OF MEMO (3RD) TO RESPONDENTS
WEEK 14
AUGUST
SEPTEMBER 1
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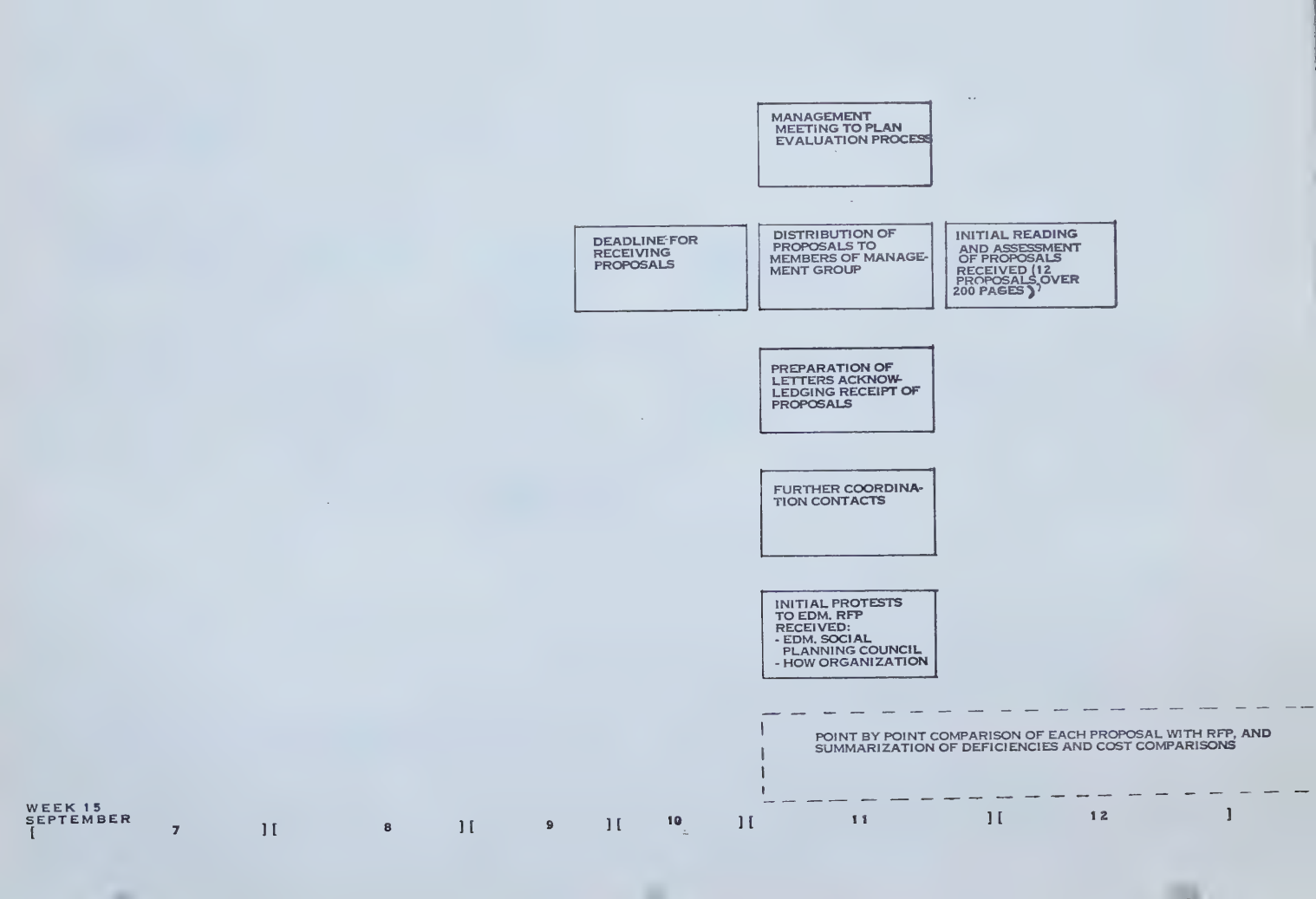
MANAGEMENT MEETING TO PLAN EVALUATION PROCESS
DEADLINE FOR RECEIVING PROPOSALS
DISTRIBUTION OF PROPOSALS TO MEMBERS OF MANAGEMENT GROUP
INITIAL READING AND ASSESSMENT OF PROPOSALS RECEIVED (12 PROPOSALS, OVER 200 PAGES)
PREPARATION OF LETTERS ACKNOWLEDGING RECEIPT OF PROPOSALS
FURTHER COORDINATION CONTACTS
INITIAL PROTESTS TO EDM. RFP RECEIVED:
- EDM. SOCIAL PLANNING COUNCIL
- HOW ORGANIZATION
POINT BY POINT COMPARISON OF EACH PROPOSAL WITH RFP, AND SUMMARIZATION OF DEFICIENCIES AND COST COMPARISONS
WEEK 15
SEPTEMBER
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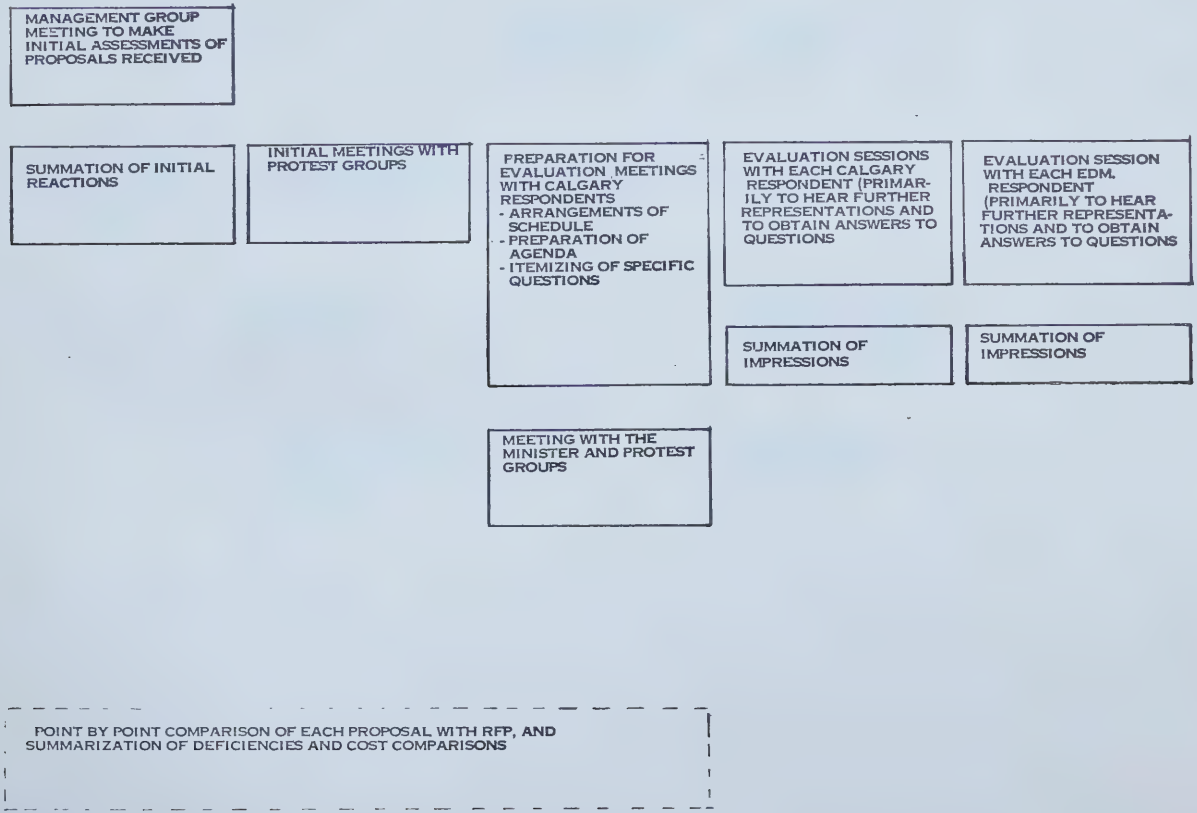
MANAGEMENT GROUP MEETING TO MAKE INITIAL ASSESSMENTS OF PROPOSALS RECEIVED
SUMMATION OF INITIAL REACTIONS
INITIAL MEETINGS WITH PROTEST GROUPS
PREPARATION FOR EVALUATION MEETINGS WITH CALGARY RESPONDENTS
- ARRANGEMENTS OF SCHEDULE
- PREPARATION OF AGENDA
- ITEMIZING OF SPECIFIC QUESTIONS
MEETING WITH THE MINISTER AND PROTEST GROUPS
EVALUATION SESSIONS WITH EACH CALGARY RESPONDENT (PRIMARILY TO HEAR FURTHER REPRESENTATIONS AND TO OBTAIN ANSWERS TO QUESTIONS
SUMMATION OF IMPRESSIONS
EVALUATION SESSION WITH EACH EDM. RESPONDENT (PRIMARILY TO HEAR FURTHER REPRESENTATIONS AND TO OBTAIN ANSWERS TO QUESTIONS
SUMMATION OF IMPRESSIONS
POINT BY POINT COMPARISON OF EACH PROPOSAL WITH RFP, AND SUMMARIZATION OF DEFICIENCIES AND COST COMPARISONS
WEEK 16
SEPTEMBER
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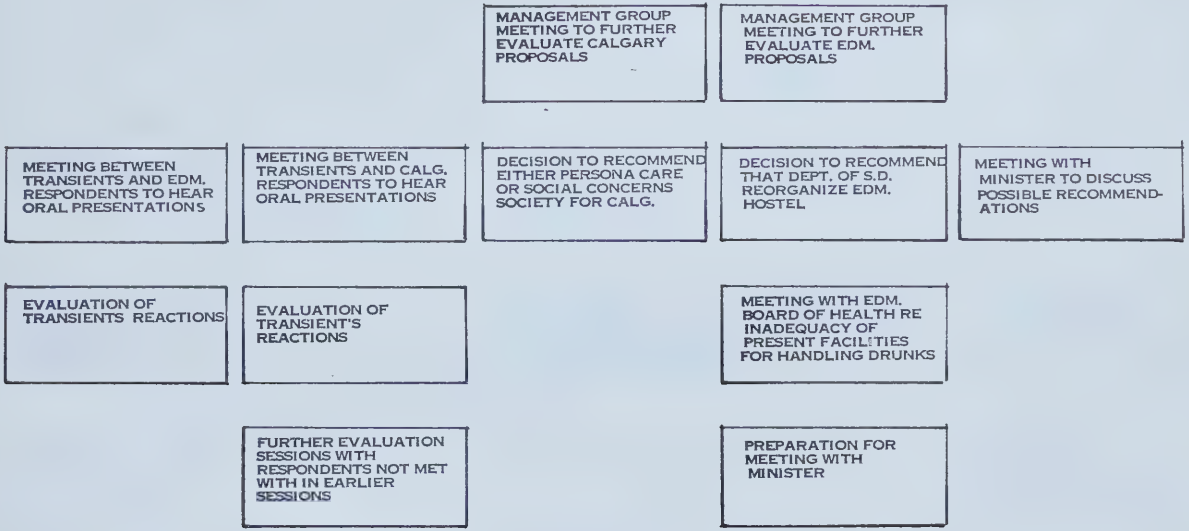
MANAGEMENT GROUP MEETING TO FURTHER EVALUATE CALGARY PROPOSALS
MANAGEMENT GROUP MEETING TO FURTHER EVALUATE EDM. PROPOSALS
MEETING BETWEEN TRANSIENTS AND EDM. RESPONDENTS TO HEAR ORAL PRESENTATIONS
MEETING BETWEEN TRANSIENTS AND CALG. RESPONDENTS TO HEAR ORAL PRESENTATIONS
DECISION TO RECOMMEND EITHER PERSONA CARE OR SOCIAL CONCERNS SOCIETY FOR CALG.
DECISION TO RECOMMEND THAT DEPT. OF S.D. REORGANIZE EDM. HOSTEL
MEETING WITH MINISTER TO DISCUSS POSSIBLE RECOMMEND-ATIONS
EVALUATION OF TRANSIENTS REACTIONS
EVALUATION OF TRANSIENT'S REACTIONS
MEETING WITH EDM. BOARD OF HEALTH RE INADEQUACY OF PRESENT FACILITIES FOR HANDLING DRUNKS
FURTHER EVALUATION SESSIONS WITH RESPONDENTS NOT MET WITH IN EARLIER SESSIONS
PREPARATION FOR MEETING WITH MINISTER
WEEK 17
SEPTEMBER
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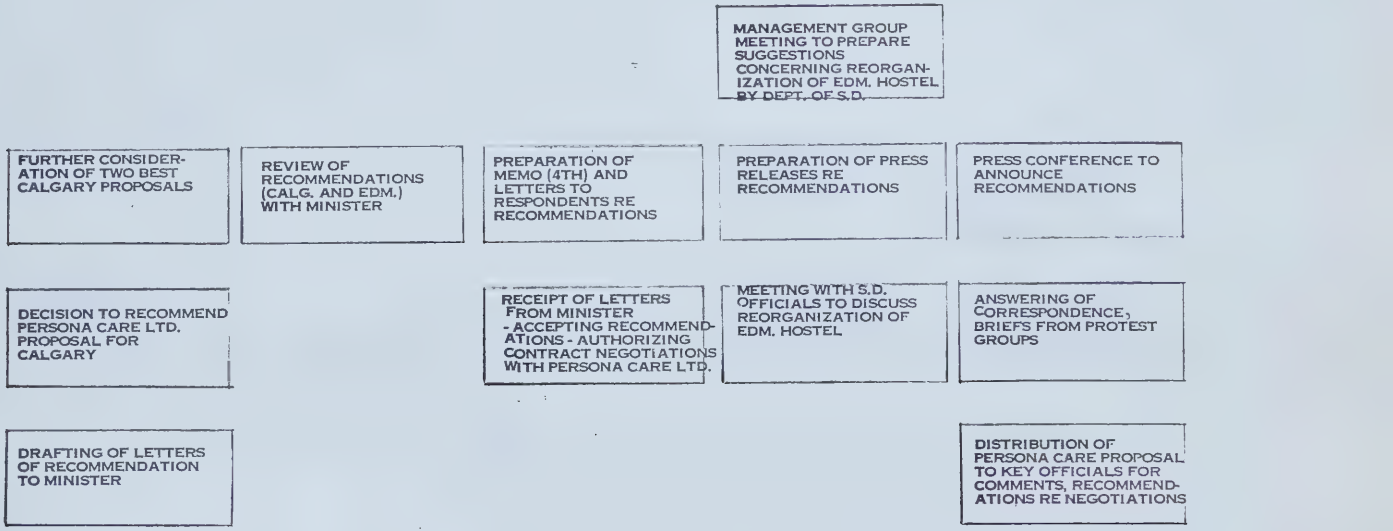

MANAGEMENT GROUP MEETING TO PREPARE SUGGESTIONS CONCERNING REORGANIZATION OF EDM. HOSTEL BY DEPT. OF S.D.
FURTHER CONSIDERATION OF TWO BEST CALGARY PROPOSALS
REVIEW OF RECOMMENDATIONS (CALG. AND EDM.) WITH MINISTER
PREPARATION OF MEMO (4TH) AND LETTERS TO RESPONDENTS RE RECOMMENDATIONS
PREPARATION OF PRESS RELEASES RE RECOMMENDATIONS
PRESS CONFERENCE TO ANNOUNCE RECOMMENDATIONS
DECISION TO RECOMMEND PERSONA CARE LTD. PROPOSAL FOR CALGARY
RECEIPT OF LETTERS FROM MINISTER - ACCEPTING RECOMMENDATIONS - AUTHORIZING CONTRACT NEGOTIATIONS WITH PERSONA CARE LTD.
MEETING WITH S.D. OFFICIALS TO DISCUSS REORGANIZATION OF EDM. HOSTEL
ANSWERING OF CORRESPONDENCE, BRIEFS FROM PROTEST GROUPS
DRAFTING OF LETTERS OF RECOMMENDATION TO MINISTER
DISTRIBUTION OF PERSONA CARE PROPOSAL TO KEY OFFICIALS FOR COMMENTS, RECOMMENDATIONS RE NEGOTIATIONS

WEEK 18
SEPTEMBER [28][29][30][OCTOBER 1][2][3]

MEETING WITH MINISTER RE EDM. REORGANIZATION

MEETING WITH S.D. OFFICIALS RE EDM. REORGANIZATION

MEETING WITH D.P.W. RE PREPARATION OF CALGARY LEASE AGREEMENTS

MEETING WITH S.D. OFFICIALS TO DISCUSS CLASSIFICATION OF PUBLIC ASSISTANCE CASES

MEETING WITH A.G. RE PREPARATION OF CALGARY SERVICE AGREEMENTS

MEETING WITH SOCIAL WORKERS, MANAGER OF EDM. HOSTEL TO DISCUSS CLASSIFICATION

WEEK 19
OCTOBER

5 6 7 8 9 10

UPDATING OF PROJECT FILES AND NOTES

MEETING WITH THE MINISTER RE NEGOTIATIONS

INITIAL NEGOTIATIONS WITH PERSONA CARE LTD. (1ST ROUND)

FURTHER PREPARATION FOR NEGOTIATIONS WITH PERSONA CARE LTD.

MEETING WITH AUDIT AND BUDGET BUREAU RE NEGOTIATIONS, PAYMENT FORMULA

RECEIPT OF DRAFT SERVICE AGREEMENT FROM PERSONA CARE

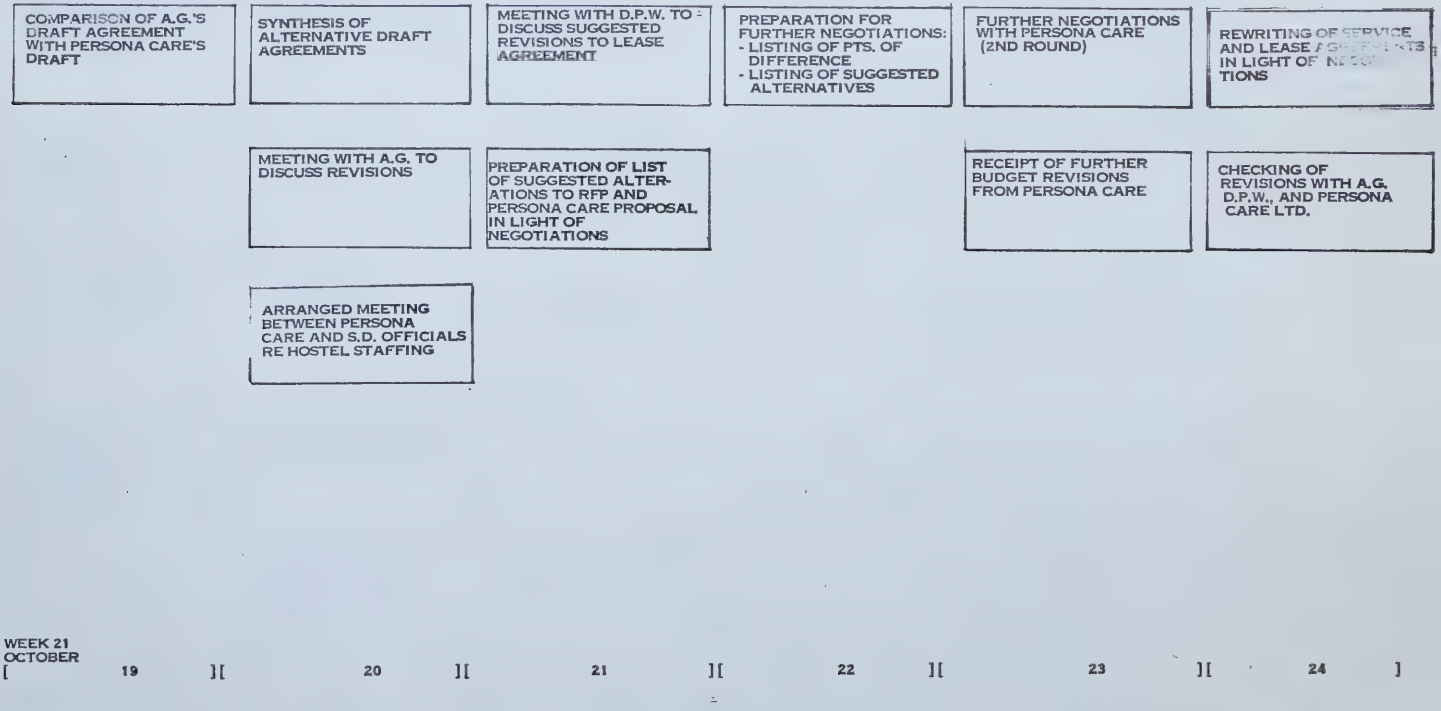
MEETING WITH AG RE SERVICE AGREEMENT

RECEIPT OF BUDGET REVISION FROM PERSONA CARE

RECEIPT OF DRAFT SERVICE AGREEMENT FROM AG

WEEK 20
OCTOBER

12 | 13 | 14 | 15 | 16 | 17


COMPARISON OF A.G.'S DRAFT AGREEMENT WITH PERSONA CARE'S DRAFT
SYNTHESIS OF ALTERNATIVE DRAFT AGREEMENTS
MEETING WITH D.P.W. TO DISCUSS SUGGESTED REVISIONS TO LEASE AGREEMENT
PREPARATION FOR FURTHER NEGOTIATIONS:
- LISTING OF PTS. OF DIFFERENCE
- LISTING OF SUGGESTED ALTERNATIVES
FURTHER NEGOTIATIONS WITH PERSONA CARE (2ND ROUND)
REWRITING OF SERVICE AND LEASE AGREEMENTS IN LIGHT OF NEGOTIATIONS
MEETING WITH A.G. TO DISCUSS REVISIONS
PREPARATION OF LIST OF SUGGESTED ALTERATIONS TO RFP AND PERSONA CARE PROPOSAL IN LIGHT OF NEGOTIATIONS
RECEIPT OF FURTHER BUDGET REVISIONS FROM PERSONA CARE
CHECKING OF REVISIONS WITH A.G. D.P.W., AND PERSONA CARE LTD.
ARRANGED MEETING BETWEEN PERSONA CARE AND S.D. OFFICIALS RE HOSTEL STAFFING
WEEK 21
OCTOBER
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FINAL REVISION OF SERVICE AND LEASE AGREEMENTS

REVIEW OF NEGOTIATED AGREEMENTS WITH THE MINISTER

FINAL REVISIONS TO RFP AND PERSONA CARE PROPOSAL IN LIGHT OF NEGOTIATIONS (8TH) DRAFT

PREPARATION OF FINAL DOCUMENTS FOR SIGNING

SIGNING OF LEASE AND SERVICE AGREEMENTS

FINAL NEGOTIATIONS WITH PERSONA CARE (3RD ROUND)

CONSIDERATION AND APPROVAL OF AGREEMENTS BY CABINET

RECHECKING OF LEASE AND SERVICE AGREEMENTS

PRESS CONFERENCE AND RECEPTION

PREPARATION OF COST SUMMARY AND COMPARISON FOR MINISTER

DISCUSSION WITH MINISTER RE EDM. REORGANIZATION

PREPARATIONS FOR SIGNING CEREMONY

PLANNING FOR PERSONA CARE TAKEOVER

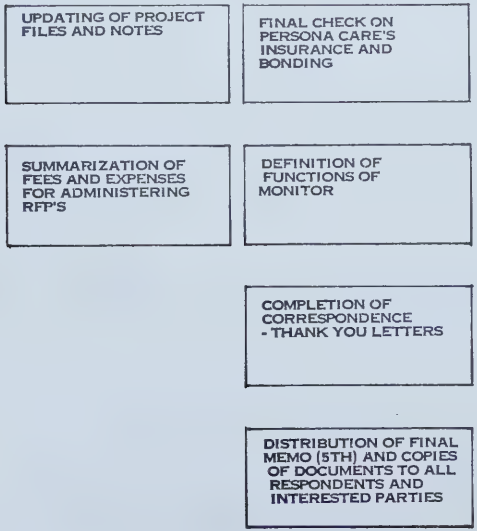
SUBMISSION OF COST DATA TO DEPT. ACCOUNTANTS FOR INCLUSION IN PRELIMINARY ESTIMATES

INITIATION OF INVENTORY TABULATION AT CALGARY HOSTEL

INITIATION OF STAFF INTERVIEWS BY PERSONA CARE AT CALGARY HOSTEL

INVESTIGATION OF PENSION PORTABILITY

WEEK 22 OCTOBER [26][27][28][29][30][31]


UPDATING OF PROJECT FILES AND NOTES
FINAL CHECK ON PERSONA CARE'S INSURANCE AND BONDING
SUMMARIZATION OF FEES AND EXPENSES FOR ADMINISTERING RFP'S
DEFINITION OF FUNCTIONS OF MONITOR
COMPLETION OF CORRESPONDENCE - THANK YOU LETTERS
DISTRIBUTION OF FINAL MEMO (5TH) AND COPIES OF DOCUMENTS TO ALL RESPONDENTS AND INTERESTED PARTIES

WEEK 23
NOVEMBER
[2][3][4][5][6][7]

PREPARATIONS BY PERSONA CARE LTD. TO ASSUME RESPONSIBILITY FOR OPERATING THE CALGARY HOSTEL

SUPPORT ACTIVITIES CARRIED OUT BY DEPT. OF S.D. AND D.P.W. DURING TRANSITION PERIOD

ACCEPTANCE BY THE MINISTER OF PERSONA CARE'S BOND AND INSURANCE COVERAGE

WEEK 24
NOVEMBER 9 10 11 12 13 14

PERSONA CARE ASSUMES RESPONSIBILITY FOR OPERATING CALGARY HOSTEL

FIRST PAYMENT (AN ADVANCE ON FIXED AND VARIABLE COSTS) MADE TO PERSONA CARE UNDER TERMS OF AGREEMENT

WEEK 25
NOVEMBER
[16][17][18][19][20]

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Author

Alberta. Dept. of Social Devel-
opment

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